

RNFF Grant Opportunity

Ruth Nelson Family Foundation

Organization Information

Application Instructions

To apply for funding, complete the sections below and click the submit button at the bottom of the page. The system will automatically save your work as you complete the application. If you exit the application, your work will be saved and you can log back in to submit at a later date.

For the most up to date eligibility requirements and funding priorities, please review our website here.

Primary contact person for this request*

Character Limit: 250

Position or title*

Character Limit: 250

Email address*

Character Limit: 250

Phone number*

Character Limit: 250

Mission statement*

Character Limit: 1000

Total number of staff*

Character Limit: 5

Number of full-time staff*

Character Limit: 5

Number of part-time staff*

Character Limit: 5

Request Overview

Please note that some information will auto-populate from your LOI. It may be edited.

Proposal name*

If this request is for General Operating support, please enter your organization name follow by "General Operating" (e.g. - Family Service Provider, Inc. - General Operating).

Character Limit: 100

Primary focus area

Please select the focus area for this request.

If more than one applies, please select the best fit.

Choices

Affordable Housing
Women's Health
Youth Development

Type of request

General Operating: Flexible funds to support the core operations of an organization.

Capital: Funds for one-time capital expenses or for capital campaigns. Requests can include predevelopment funding for new construction, renovations, and equipment.

Program Support: Funding to support a specific project, program, or initiative.

Capacity Building: Funding to develop and strengthen operations and processes, resources, systems, and skills.

You may select more than one option if your request has multiple components.

Choices

General Operating
Capital
Program Support
Capacity Building

Total request*

Please enter without commas.

Character Limit: 20

Over how many years?***Choices**

1 year
2 years
3 years
4 years
5 years

For multiyear requests, please indicate the dollar amount per year of funding.

Year 1	
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Year 2	
Year 3	
Year 4	
Year 5	

Will you be using a fiscal sponsor?*

Choices

Yes

No

Fiscal Sponsor Information

Because you selected 'yes' to using a fiscal sponsor, we need you to provide the sponsor's information for our records.

Name of fiscal sponsor*

If applicable, please provide the name of the fiscal sponsor you intend to use for your request.

Character Limit: 250

EIN of fiscal sponsor*

Character Limit: 15

Fiscal sponsor contact person for grant agreements*

Character Limit: 250

Fiscal sponsor contact email for grant agreements*

Character Limit: 254

Fiscal sponsor documentation*

Please upload documentation that describes the fiscal sponsorship. RNFF requires an MOU/fiscal sponsorship agreement to be in place.

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 1 MB

Narrative Questions

Please answer the following questions to help us better understand your request.

What problem does your organization address, and how do you work to solve it?*

This may include relevant information like:

- *Why is this organization is best positioned to do this work?*
- *What programs or services does this organization operate to get closer to a solution?*
- *What resources are necessary to sustain or scale programming?*
- *How is community voice incorporated into programming?*
- *With whom does the organization partner or collaborate?*

Character Limit: 10000

How does this organization measure progress towards goals as it relates to this proposal?*

Please include the following:

- *Quantitative measure of impact (could be people, services, or other)*
- *Include baseline and projected data*
- *Qualitative measure of impact, if applicable*

Character Limit: 5000

Is there anything else you'd like us to know?

Character Limit: 2000

Budget and Budget Narrative

Organization's annual operating budget*

Please round to the nearest dollar and do not enter commas.

If using a fiscal sponsor, please enter your specific organization's budget, not the fiscal sponsor budget.

Character Limit: 20

Organization's annual operating budget*

Please upload your current fiscal year organization's operating budget.

If using a fiscal sponsor, please upload your specific organization's budget, not the fiscal sponsor budget.

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 1 MB

Most recent income statement*

Please attach your most recent income statement for the last 12 months.

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 1 MB

Most recent balance sheet*

Please attach your most recent balance sheet.

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 1 MB

Cash flow statement (optional)

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 1 MB

Funding narrative*

Briefly tell us how RNFF funding will be spent for this proposal.

Character Limit: 5000

Financial narrative*

Elaborate on any financial matters. This may include:

- Budget surplus or deficit
- Current operating reserves
- Borrowed money and loan terms
- Sustainability challenges
- Any other relevant financial information

Character Limit: 5000

Other pending and committed sources of funding*

Upload a list of pending and/or committed funding sources for your organization. Please include the names of private foundations.

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 1 MB

Required Documents

List of board members, titles, and affiliations*

Please upload your full board listing, including name, board position (president, secretary, treasurer, etc.), organizational affiliation, and title.

Example: John Smith, President; The Widget Company, VP of Sales

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 1 MB

Most recent audited financials, if available

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 2 MB

Capital Request Supporting Information

Development team

Please list the names of the companies providing these services:

- *Developer*
- *General contractor*
- *Subcontractors*
- *Property owners*
- *Owner's representative*
- *Architect*
- *Design team*
- *Consultants*

Character Limit: 2500

Total capital budget*

All applicants should provide a capital budget.

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 2 MB

Operating proforma

If applicable to your project, please also provide a 10-year operating proforma, showing anticipated revenues and expenses. If you have questions about if this applies to your project, please contact your program officer.

(Please contact Nikki Sharp, grants manager, for a template if needed).

File Size Limit: 2 MB

Financial commitments and fundraising status*

Please include:

- Total fundraising goal including pending and committed sources
- Information on fund development consultant and/or capital campaign committee

File Size Limit: 1 MB

Documented evidence of site control (if applicable)

Evidence of ownership or long-term lease over the land and/or building required for the project.

Acceptable documentation is a deed or a lease. If grant funds will be used for acquisition, a purchase agreement is acceptable evidence of site control.

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 1 MB

Letters of intent to lease (if applicable)

If leasing, provide lease agreements or letters of intent to lease from all tenants, including square footage and lease rates.

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 1 MB

Other Documents

Please use this section to upload any related or supporting documents. These could include capital project milestones, annual report, feasibility study, video, or webpage.

Other document upload 1

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 2 MB

Other document upload 2

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 2 MB

Other document upload 3

(Accepted file types include xlsx, doc, docx, and pdf)

File Size Limit: 2 MB

Other information

Links to videos, websites, news articles, other media - if applicable.

Character Limit: 2000