



JEWISH WOMEN'S FOUNDATION
OF GREATER PITTSBURGH

2019 Start-Up Grants Proposal Guidelines

The Jewish Women's Foundation wishes to fund work that is taking new and innovative approaches to addressing the needs of women and girls in Allegheny County, PA and is requesting two-page proposals from small non-profit organizations (budgets less than \$500,000) and for new/pilot programs from any non-profit organizations.

Deadline for Submission: September 13, 2019; midnight.

Funding Guidelines

- JWF funds only organizations with their own 501(c)(3) tax status or with a fiscal agent who is a 501(c)(3).
- Projects to be considered are for Allegheny County, PA only.
- JWF does not fund scholarships, political campaigns, capital campaigns or endowments.
- Grants will be between \$2,500 and \$5,000.

Evaluation Criteria

Evaluation criteria for the proposals will include, but not be limited to, the following. Note that JWF expects that not all applications will fulfill all criteria.

- Significance – does the work contribute to positive social change for women and girls?
- Innovation – to what extent does the organization or project address new and innovative approaches to improving the lives of women and girls?
- Methodology – does the organization or project have clear and appropriate work and evaluation plans?

Notification of Status/Questions

Organizations will be notified in writing of JWF's decision no later than November 29, 2019.

Contact Judy Greenwald Cohen at 412-727-1108 or jcohen@jwfpgh.org if you have any questions. Organizations are encouraged to contact Ms. Cohen and discuss proposal ideas. The JWF website also provides additional information: www.jwfpgh.org

Proposal Format

The proposal should include the following and have a maximum of two printed pages, **not** including the program budget, Application Summary Sheet, organizational budget, 501C3 certification and current list of Board Members.

The proposal package should be submitted to jcohen@jwfpgh.org by midnight, September 13, 2019. The foundation will send an acknowledgement upon receipt of the proposal.

In one, single WORD (.doc or .docx) file, combine the following. Name the file "*organization name proposal.doc or .docx*".

Maximum of two printed pages for the narrative and one page for the budget.

- I. Statement of Need – What problem are you trying to solve? Include target population and approximate number of people served.
- II. Organizational Background – Include your organization's ability to meet the need you have described.
- III. Program Description –How will you address the need/solve the problem? Include your organization's or program's objectives as well as names and titles of key project staff. To what extent does this address new and innovative approaches to improving the lives of women and girls?
- IV. Evaluation - How will you measure success?
- V. Program Budget
 - a. State amount requested and total cost of the program.
 - b. Provide list of expenses and note portion for which you are requesting JWF funding.
 - c. Include other funding sources, if applicable.

Please submit each of the following in separate Word or PDF (.doc, .docx or pdf) files:

- I. Application Summary Sheet (attached).
- II. Copy of your most recent organizational budget.
- III. 501C3 certification or fiscal agency letter.

IV. List of current Board Members.



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**Start-Up Grants
Application Summary Sheet**

Organization Name: _____ Year Founded: _____

Current annual operating budget: _____

Number of Staff: _____ Full Time _____ Part Time

Organization's Mission: _____

Executive Director: _____

Number of Women on your Board: _____ Total # Board: _____

Contact Person: _____ Title: _____
(if different from above)

Email: _____ Phone: _____

Address: _____

Website: _____ Facebook: _____ Other: _____

Program Name: _____

Amount Requested: _____

Total Program Budget: _____

Number of Women/Girls Impacted: _____

Signature: _____ Date: _____

Typed Name and Title: _____