

Information for Applicants

- Proposals should be submitted by the designated deadline.
- Please do not send video or audio tapes. No binders or notebooks, please.
- The Foundation will acknowledge receipt of your proposal and will request additional information if necessary.
- The Foundation provides notice prior to the annual Power of the Purse luncheon in October.

Eligibility Requirements

- Must have a 501(c)(3) tax-exempt designation from the Internal Revenue Service or be a governmental, educational or religious organization.
- Must be located within Arkansas.
- Should have board, staff and/or volunteers that are inclusive of and clearly reflect the diversity of the community served.
- Consultation and/or collaboration with other agencies is encouraged, but not required.
- Projects/programs must assist Arkansas women and girls in rural and/or urban communities in achieving their full potential and should promote the improved educational status of Arkansas women and girls. Priorities include those programs that:
 - Develop elementary and/or high school girls' skills in economics, science, technology, engineering, and math(STEM); and/or
 - Develop women's skills to return to school, re-enter the workforce and remain in the workforce; and/or
 - Provide encouragement for women/girls to stay in school and complete education; and/or
 - Increase economic and financial literacy.
- Projects/programs should include evaluation tools to measure effectiveness of process and outcome with a clear definition of program success.
- Projects/programs should serve significant numbers, so that resources make a greater impact.

General Exclusions

The Foundation does not fund:

- Individuals.
- For-profit organizations.
- Sectarian activities of religious organizations.
- Operating expenses for annual drives or to eliminate debts
- Capital improvements or campaigns for building, and property.
- Partisan political issues.
- Multi-year commitments.
- Projects that take place before the completion of the grant-making process.



Grant Proposal Guidelines

The following information must be included in grant proposals to be submitted for consideration. **No proposal will be reviewed until a complete packet has been received.**

I. Proposal Summary

Please complete the Proposal Summary Form, being sure to answer all the questions.

II. Support Information to be Enclosed

List of Board/Advisory Board (names only), the percentage of directors who have contributed to the endeavor or organization, and the total combined amount of their contributions. Please limit to one page.

1. Financial Support Information (see Question 8 of Proposal Summary).
 - Current organizational operating budget.
 - Budget for specific program/project to be funded.
 - List of sources of support/amounts already committed to project/program.
 - List of sources of support/amounts requested/pending for project.
2. Most recent audited financial statement.
3. Financial statement of income and expenses from time of last audit to present.
4. Most recent copy of the applicant's status as and exempt organization for federal income tax purposes (e.g., IRS 501(c)(3) determination letter).
5. Additional documentation pertinent to request.

III. Applications

The grant application should be signed by both the chief administrator/executive officer and by the Board President or Chair, if applicable. If the Foundation requests additional information, failure to submit such within 30 days will result in removal of the proposal from the review process. For additional information or guidance in preparing application, please contact Lynnette Watts at 501-537-0918 or lwatts@womensfoundationarkansas.org.

NOT ALL PROGRAMS/PROJECTS CAN BE FUNDED

The WFA Board of Directors has responsibility for the final approval of each grant. Since the Foundation receives funding requests far in excess of its ability to fund only a small portion of requests can be approved. A decision not to fund a proposal does not reflect on the merits of the applicant or the value of the proposal.

Please direct all correspondence and original proposal packets to:

Women's Foundation of Arkansas
Lynnette Watts, Executive Director
200 River Market Avenue, Suite 100
Little Rock, AR 72201
Phone: 501-240-9740
Fax: 501-324-2236
Email: lwatts@womensfoundationarkansas.org



Grant Proposal Summary

1. Name of Organization *(including any prior names if applicable)*:

Physical Address:

Mailing Address *(if different)*:

Telephone Number:

Fax Number:

EIN:

E-mail address:

Web address:

Contact person for inquiries regarding this proposal:

2. Name of Specific Program/Project For Which Funding is Requested:

3. Funds Requested *(must specify amount)* \$ _____

4. Brief History and Mission Statement of the Organization:

5. Description of the Program/Project For Which Funding is Requested:

Office Use Only

REF# _____

DOR: _____

Pg. _____

REC: _____

ACC _____ DEC _____

ACK: _____

6. If this is a unique project, please explain why such is the case. If it is of an ongoing nature (program), provide justification for its worth/value:

7. Describe plans for administration and operation of the proposed project, including dates for implementation and conclusion:

8. Financial Support Information: Amounts only listed here.
(Detailed budgets and lists of sources should confirm these figures)

a. Current organizational operating budget:.....\$_____

b. Budget for specific program/project to be funded:.....\$_____

c. Sources of support/amounts already committed to project:.....\$_____

d. Sources of support/amounts requested/pending for project:.....\$_____

9. Describe the proposed method by which this program/project will be evaluated:

Signature of Chief Administrator

Signature of Board President/Chair

Print name and title

Print name and title

Please designate (*) individual responsible for receipt of official correspondence.