

## Onward! Enhancement Grants Frequently Asked Questions

**Can I apply if I do not have 501(c)3 status?** Any project or organization may apply that is covered by some form of tax-free status. So this applies to educational institutes, city governments, religious organizations, organizations that operate as a project of a 501(c)3 parent organization etc. For example, a program that provides free meals to the public as an off-shoot of a Church qualifies, or a Friends of (a local library) qualifies. If your organization or your qualifying parent organization files an IRS form 990 – you qualify.

**What if my project cannot be finished in one year?** These are one year grants. Projects will not be considered if the funds cannot be spent within one year from the award of the grant. NOTE! To apply for a new grant in a subsequent year, your final report must be received before your new grant application.

**May I use the funds for Capital Projects?** No, these grants are rather small to be considered for capital projects and most capital projects span more than one year. If however, your ‘capital’ project is a smaller piece of equipment that can be purchased and installed or utilized within the grant year, that is not considered a capital project but rather an asset that enhances your ability to perform your work. For example if a shelter project needed to install a new refrigerator, that would be considered.

**What if I do not have a Board of Directors?** All good projects need to have a group of people that are providing oversight and guidance. This not only helps to assure a grantor that the funds will be used as designated, but also helps to demonstrate a structure that has the capacity to finish a project and provide checks and balances within an organization. When an individual tries to provide all these functions alone, typically the effort will run into too many challenges. If you do not have a Board of Directors you must provide an adequate explanation of the structure that does exist in a way that demonstrates these characteristics to be considered for a grant.

**What if I cannot fill out the entire application?** An incomplete application will not be considered. Therefore, provide adequate explanation for any piece of the application that you cannot fill out so that the grant committee can understand your specific situation and why you did not fill out the section. “Not applicable” is not adequate.

**Can I apply for more than one grant?** Only one grant per organization or effort will be considered each year. Choose your best project or effort and focus on that. You can apply for a new grant in a subsequent year.

**What if I do not know the budget for this project?** One of the marks of a well thought out project or program is having a good idea of what it will entail to complete it. This means that you have a thorough understanding about the costs it

will incur, the people that will be needed to accomplish your goals and the timeline required. We do understand that these are projections, not absolutes. However, you need to be able to demonstrate a well thought out plan in order to convince the grant committee that your proposal can be accomplished. The grant proposal is your opportunity to demonstrate this. Convince us!

**Can I call and talk to someone about my proposal or my idea?** Unfortunately, our grant committee is comprised of board members and unpaid staff so we will not accept phone calls. We do not have a dedicated staff who can coach you on grant writing or help you develop your project. We will respond to emails asking for further clarification or assistance, but we ask that you do not call. If your question will entail a more detailed conversation you may provide a phone number and we will contact you.

**[grants@onwardfoundation.org](mailto:grants@onwardfoundation.org)**