

# Mini-Grant Competition Request for Proposals

## Co-Sponsors



This year, as part of the Foundation Center's *Funding for Health and Human Services Month* in May, health and human service organizations are eligible to apply for a mini-grant to be awarded during a *Reality Grantmaking* session to be held Tuesday, May 22 from 9:30 a.m. to 12:30 p.m. at the Foundation Center. Proposals that meet the guidelines below will be screened and eight finalists selected for public review and discussion by a panel of real health and human service funders. At the end of the workshop, a grant of \$1,000 will be awarded to the organization selected by the panel.

Requests are limited to project, rather than operating or general, support. We will accept submissions from organizations of any size but, as part of the selection criteria, the committee will look carefully at whether a small grant will have a significant impact on the project. **NOTE: Only proposals for health or human service projects will be considered but all types of organizations may attend the grant review session to observe as grantmakers review and comment on proposals.**

## Application Guidelines

1. You must register for the *Reality Grantmaking* session at [www.foundationcenter.org/sanfrancisco/](http://www.foundationcenter.org/sanfrancisco/).
2. You must be a 501(c)(3) nonprofit or have a fiscal agent that is a 501(c)(3).
3. Your project must be related to health or human services.
4. Grant size: the request must be for \$1,000 and this amount must have a significant impact on the proposed project.
5. To apply, write a simple letter proposal that explains:
  - your organization's mission
  - the constituency you serve
  - how you plan to use the grant (your project)
  - a simple budget for your project (no need to include your organizational budget)
6. The letter must not exceed two single-sided pages in length including the budget.
7. Do not submit any attachments; they will not be forwarded to the panel.
8. Please do not staple your proposal, as we need to make multiple copies for the panel and conference participants.
9. The proposal must be mailed or delivered to the address below. No faxed or e-mailed submissions will be reviewed.
10. If your proposal is selected as a finalist, you will be notified. If you do not hear from us before the workshop, it means your proposal was not selected as a finalist. **All finalists must be present** for the *Reality Grantmaking* session from **9:30 a.m. to 12:30 p.m.**
11. Please note that proposals selected as finalists will be photocopied and distributed to workshop participants. This is an instructive session where funders will candidly discuss their likes & dislikes.

**Deadline:** Proposals must be **received** no later than **5 p.m., Friday, May 4. Please, no phone calls!**

## Send your proposal to:

Reality Grantmaking  
c/o Susan Fox  
684 4<sup>th</sup> Avenue  
San Francisco, CA 94118