

ASIAN WOMEN GIVING CIRCLE

Request for Proposals 2010



Our Vision

Recognizing that few philanthropic dollars go to Asian American communities, and far fewer are directed by and to women, the Asian Women Giving Circle seeks to change the tide. Currently, less than 1% of all philanthropic dollars in the U.S. goes to the Asian American community. It is our intention to direct new resources, focus and support to Asian American women-led programs in New York City.

Who We Are

The Asian Women Giving Circle (AWGC) is a group of Asian American women pooling our resources to invest in Asian women-led, social change projects in New York City. Our current grant making focus is Asian American women who are using the tools of art to further their social equity goals.

For a description of our past Grantees, list of Giving Circle members and contact information, please go to our website www.asianwomengivingcircle.org

What We Fund

AWGC's priority will be to fund Asian American women-led projects that use the tools of culture, the arts and education to raise awareness and catalyze action around critical issues that impact Asian American communities.

Our grants seek to build community and create social justice through programs and projects that combine the arts with activism, and which highlight and promote women's central role in their leadership, creation, development and management. We seek to fund projects that identify and address injustice within established social systems, institutions or the broader community, and that inspire and encourage members of the community to become active social change agents.

AWGC's Arts and Activism grants will focus on works and projects that advance gender equity in our cultural, artistic, intellectual and political spheres, and that provide a forum for broader discussions of the urgent social justice issues of our day. Examples of community-based programs or projects highlighting traditionally marginalized and disenfranchised Asian American communities are those that work with recent immigrants, LGBTQ, the elderly, youth, etc.

We anticipate that 4-6 grants will be awarded during this cycle, contingent on available funding. The maximum grant amount will be \$15,000.

What We Do Not Fund

Capital campaigns, equipment purchases, endowments, financial crises or shortfalls, purely personal works with little or no social justice impact, documentation that is primarily of cultural events, personalities or performances which do not provide a progressive analysis or a social justice focus, public television or radio station production, artist's office, studio or home, student productions or projects associated with a degree program and academic credit, or projects that receive direct financial support from an educational institution.

PLEASE NOTE: Applicants must work within the five boroughs of New York City and have a not-for-profit 501c(3) status or have a fiscal sponsor with such status.



IMPORTANT DATES

- **Grant Applications Deadline is 5PM (PST), Friday, April 2, 2010**
- Notification of Grant Awards mid June 2010
- Celebration of Awardees and Giving Circle late June 2010
- Mid-year self-evaluation due to AWGC February 2011
- Final Report due to AWGC August 2010

WHAT TO SEND AND HOW TO SEND IT:

COMPONENT	OPTIONAL OR REQUIRED?	PREFERRED METHOD
Organization & Contact Information Form	REQUIRED	BY EMAIL
Proposal Narrative	REQUIRED	BY EMAIL
Organizational Budget	REQUIRED	BY EMAIL
Two Work References	REQUIRED	BY EMAIL
Summary of Experience & Accomplishments	REQUIRED	BY EMAIL
Work Sample*	OPTIONAL	BY POST
501(c)3 Tax Determination Letter/Letter of Agreement**	REQUIRED	BY EMAIL OR BY POST

* The work sample should be a recent representation of the proposed activities and should be presented in the format that best reveals your perspective. Samples will NOT be returned. Please mark your sample with the name of your organization/project. Acceptable work samples are:

- Hard copies of photos or scanned images (maximum of 5)
- CD or DVD (maximum of 3 minutes in length)
- Printed books or printed sample

**Please provide the 501(c)3 Tax Determination Letter of your organization OR the Tax Determination Letter of your fiscal sponsor plus a letter of agreement between your organization and the Fiscal Sponsor.

CONTACT INFORMATION FOR RFP

- **BY EMAIL** - Please send emails to givingcircles@aapip.org. Please note AWGC/Organization Name/Project Name in the subject line.
- **BY POST** - For the components of your application that cannot be emailed, please send to the following address:

Asian Women Giving Circle/Asian Americans/Pacific Islanders in Philanthropy
 211 Sutter Street, Suite 600
 San Francisco, CA 94108
 Telephone: 415-273-2760

NOTE: You will receive a confirmation email (to the email noted on your application), once it has been received. *You must receive this confirmation email in order for it to be considered accepted.*



ORGANIZATION & CONTACT INFORMATION FORM

Name of Organization

Name of Project

Mailing Address

Primary Telephone Number

Website

Contact Person and Title

Contact Person's Telephone Number

Contact Person's Email

Do you have 501c(3) status? Yes No

If no, please provide information about your Fiscal Sponsor:

Name of Fiscal Sponsor

Mailing Address

Current Organizational Budget \$

Amount Requested \$

Total Project Budget \$

Have you applied to the Asian Women Giving Circle before? Yes No
If yes, in what year?

Have you received funding from the Asian Women Giving Circle? Yes No
If yes, in what year?

How did you hear about the Asian Women Giving Circle?

How did you receive this RFP?



PROPOSAL NARRATIVE

Please state your organization's mission. (750 characters)

Briefly describe your project. (300 characters OR indicate if this is a general operating request)

Briefly describe your or your project's history. (500 characters)



Explain how your activities will help promote positive social change and affect the lives of Asian American women and families in New York City. (1000 characters)

Help AWGC visualize what you will do. Please provide a detailed description of the Arts and Activism activities you are proposing and their intended outcomes. (1000 characters)



How does your project or program advance gender equity? (750 characters)

How does your project or program advance racial, economic and social justice? (750 characters)



Who is leading your project? Please describe the qualifications of the project leaders. Why you, why now? (1000 characters)

Who is your intended audience? Describe the community you want to reach. If available, please provide a best estimation of numbers of people served. (1000 characters)



What steps did you take to determine the interest level of the community for the types of activities you are proposing? (500 characters)

Please share a brief timeline for the proposed project. (500 characters)

If you are sending a work sample, briefly describe it and how it relates to the proposed activities. (500 characters)

BUDGET WORKSHEET (Revenue and Expenses for Two Years)

Organization's Fiscal Year: _____

REVENUE	Current Year	Next Year	EXPENSES	Current Year	Next Year
Committed Revenue - OPERATIONS			Salaries & Benefits (be specific)		
Committed Revenue - GRANTS					
TOTAL COMMITTED REVENUE			TOTAL SALARIES & BENEFITS		
In Kind Support (type and source)			Operations & Administration		
			Professional Services		
			Rent		
			Utilities		
			Telephone/Communications		
			Insurance		
			Furniture & Supplies		
TOTAL IN KIND SUPPORT			Equipment		
Projected Revenue (source and status)			Travel		
			Meals/Entertainment		
			Other (web, tech)		
			Printing		
TOTAL PROJECTED REVENUE					
			ADMINISTRATION		
			In Kind Services		
TOTAL REVENUE (includes committed, in kind & projected)			TOTAL EXPENSES		

Additional Notes:



For Previous Grantees ONLY

Why are you applying for renewal funding? (1000 characters)

Is the current application for continuation of last year's project or for a new project? (500 characters)



Have you secured funding from other sources for the project previously funded by AWGC?
(500 characters)



TWO (2) WORK REFERENCES

Please identify two individuals who can address the following: the current or potential quality of your art and/ or project, your commitment to gender equity, the potential social change impact of your project, and a realistic assessment of your ability to complete the activities you are proposing. Your references may be other activists, co-workers, artists or colleagues familiar with your work. References should not be family members or anyone who would benefit financially if your grant project is funded.

Please list the references in the following format:

- Name
- Affiliation or Organization
- Mailing address
- Telephone
- Email
- What is your relationship with this person?



SUMMARY OF EXPERIENCE & RESUME (2 pages maximum for both)

Please list your most relevant experience and accomplishments that are relevant to this application. Example: Summary of Qualifications, Professional Experience, Skills and Education. Please limit this entire section to 2 pages.



SUMMARY OF EXPERIENCE and/or RESUME (continued)

A large, empty rectangular box with a black border, intended for the user to provide their summary of experience and/or resume.