

2022 Community Grants Guidelines

The Miami Foundation is grateful to invest in a stronger, more equitable Greater Miami every year through our Community Grants program. For over 50 years, we've been building endowment funds together with generous donors to create a permanent community resource that enables us to invest in Miami's most pressing needs and greatest opportunities.

Guided by input from community, our programs are constantly growing and evolving to serve residents throughout Miami-Dade County. This year, we are partnering with a network of philanthropists to grow the amount of funds available for our community. We will continue to prioritize principles of trust-based philanthropy to support our nonprofit partners as they strengthen our community and advance equity of all Miami residents.

Please carefully review these guidelines, proposal questions, and the Frequently Asked Questions (FAQ) at the end of this packet. The guidelines explain the application process and how to connect with the Foundation team. These materials are also available in **Spanish and Haitian Creole** as an important way for nonprofits to engage diverse communities and shape proposal plans. Applications will be submitted in English.

We look forward to working and learning together.

Idea Stage applications are due Thursday, February 24, 2022, at 4 p.m.

FUNDING CATEGORIES

The Miami Foundation will make grants across the six categories described below, including a new Inspiring Arts and Culture category and an updated Sustainable Environment category. Category descriptions share our intentions but should not limit your potential approaches. Each applicant may submit only one application to only one category – please review the Eligibility section for exceptions.

- **Access to Health and Wellness** | Improve health outcomes by connecting people to quality health resources and education, reducing health disparities, or tackling contributing social determinants of health.
- **Economic Stability** | Improve residents' ability to meet local affordability challenges by helping them secure affordable, stable housing, recover from financial crisis, or increase earning potential.
- **Inclusion of People with Diverse Abilities** | Expand opportunities for people with disabilities to lead purposeful, productive lives and be increasingly integrated into all aspects of community life. [See our summary of this funding category here.](#) *This category is made possible by the Sofia Isabel Soto Fund for Inclusion of People with Diverse Abilities, in loving memory of Sofia Isabel, the daughter of The Miami Foundation's former President and CEO, Javier Alberto Soto.*
- **Inspiring Arts and Culture** | Apply the power of arts and culture to strengthen community. This category will catalyze work that champions the diversity of our community, expands access to arts and culture experiences for residents, or increases opportunities for artistic expression.
- **Sustainable Environment** | Develop a healthier, more resilient community by promoting action on the restoration of Biscayne Bay, protecting our most vulnerable from the effects of extreme heat, or expanding awareness and action on the climate crisis and its local effects. [See our summary of this funding category here.](#)
- **Thriving Youth and Families** | Expand opportunities for youth to excel from early childhood to young adulthood through high-quality education, personal development, and work to ensure their safety and stability. This may also include support for adult caregivers so the whole family can thrive and work to advance youth development through the arts.

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PRIORITIES

Our priorities align with our values that we hope to model together with our nonprofit partners. Our priorities also guide application review, so we encourage you to review this section as you develop an application.

- **Advance equity** | We exclusively support work with individuals and communities facing marginalization to tackle disparities around race, ethnicity, gender identity, sexual orientation, disability, and other lines of difference.
- **Focus on progress** | We support work guided by clear goals for the growth of individuals and communities. All partners will have strong potential to create timely, impactful opportunities for individuals and communities to advance and thrive.
- **Build solutions** | We prioritize work that pursues long-lasting change for individuals and communities. Organizations should identify the underlying barrier(s) or challenge(s) they will address so that individuals can pursue their greatest potential. Strong approaches will strive to improve individuals' current lives while also preparing them for the long-term.
- **Collaborate with community** | We prioritize organizations with leadership that represents the communities they serve, as well as organizations that intentionally gather community feedback to guide their work. We believe authentic community relationships and resident leadership are essential for effective work.
- **Sustainability** | We support high-quality, viable work while also investing in what each organization needs to be strong and healthy. We will look for proposals that reflect how the organization will use awarded funds to power progress while strengthening capacity and expertise.

ELIGIBILITY

Eligible applicants are all 501(c)(3) public charities and government entities with an active IRS status that are serving Miami-Dade County. Projects with an established 501(c)(3) fiscal sponsor are also eligible.

Additional information:

- **Location** | The proposed work must primarily serve Miami-Dade County residents. While we will give preference to local applicants, organizations do not have to be based in Greater Miami.
- **Compliance** | If you have a current grant through any Foundation program, you must be in compliance with that grant to apply. Please contact your grant manager with any questions.
- **Number of Applications** | Each applicant may submit only one application to only one category. Colleges, universities, and local governments may submit up to three applications, each from a different department or college.
- **Partnership Applications** | We welcome collaboration. For collaborations between two or more nonprofits, the partners should select one nonprofit to serve as the lead applicant. Any awarded funds are to be used for the sole purpose of the partnership's work, and the lead applicant will be responsible for managing the funds on behalf of the partners. The lead applicant organization may also submit a separate individual application for its own work. progress while strengthening capacity and expertise.

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USE OF FUNDS

Grant Size | The maximum grant award is \$30,000.

Types of Funding | Select one of two options:

- **Mission-Building Support** | Funds to advance organization-wide work and goals that drive your mission, rather than a specific program. Mission-building partners seek to become stronger community resources. These funds are often used for more general expenses, which may include operations or infrastructure to support organizational success. Proposed goals typically focus on organization-wide activities and outcomes.
- **Program Support** | Funds to support a particular program or initiative that you propose to start, sustain, or grow. Proposed goals should focus on that program's activities and outcomes.

All grants are considered general funding to be used at the nonprofit's discretion to support the proposed mission or program goals.

Approaches | We welcome a variety of approaches within the funding categories, including direct services, advocacy, community organizing, partnerships, and others as appropriate to your mission.

Restrictions | As required by IRS rules, grant funds may not be used: a) to carry on lobbying activities as defined under Section 501(c)(3) of the Internal Revenue Code; b) for partisan political activities that are prohibited under Section 501(c)(3); c) to make a grant to any individual for travel, study or other similar purposes or to make a sub-grant to any other organization unless the grant complies with Section 4945(d)(3) or (4) of the Internal Revenue Code and the grant is part of the approved purpose; or (d) to undertake any activity for any purpose other than the charitable and educational purposes specified in Section 170(c)(2)(B) of the Internal Revenue Code.

APPLICATION PROCESS

Please note that the portal to submit an application is different from past grant cycles. Applicants must apply through the Foundation's Submittable platform (themiamifoundation.submittable.com), where they will select the "**Community Grants 2022 Proposal**." Sign in with an existing Submittable account or create a free account by providing a name and email address. This is different from a Spectrum account.

To ensure a comprehensive review of every application, Community Grants has a two-stage application process: the initial **Idea Stage**, similar to a letter of intent, is followed by the **Full Proposal Stage** for invited applicants. **Please see the application questions on pages 4-5 for full details.**

Idea Stage | Introduce your work to strengthen Greater Miami. To respect your time, this first stage is brief. Organizations will provide basic information and an overview of the proposed work, along with optional opportunities to share supplemental information. Applications will be evaluated according to review criteria aligned with the Community Grants priorities. We consider applications on both their individual strength and in the context of other submissions.

Full Proposal Stage | Share your plan to achieve your goals. Nonprofits that reflect the strongest potential to build community resources, opportunities, and progress in the Idea Stage will be invited to submit a full proposal. Community members review full proposals to ensure rich perspectives from people with personal and professional experiences related to each funding category. The full proposal stage will include an optional opportunity for invited new applicants and emerging nonprofits to have virtual conversations with Foundation staff to introduce their work.

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CONNECT WITH US

Office Hours | All organizations considering an application, especially first-time applicants, are encouraged to sign up for an optional 25-minute meeting with Foundation staff. These one-on-one meetings are your opportunity to learn more about the program, share your work and impact, and answer any questions you may have. [Click here to schedule through Calendly.](#)

Informational Webinar : The Foundation team will offer an *optional* informational webinar for interested applicants on **Friday, February 4, at 10 a.m.** [Register by clicking here.](#)

Timeline:

- Idea Stage Applications Due: Thursday, February 24, 2022, at 4 p.m. ET
- Full Proposal Invitations Released: Friday, April 1, 2022
- Full Proposals Due: Wednesday, April 27, 2022, at 4 p.m. ET
- Estimated Notification of Grant Awards: By Friday, June 10, 2022
- Grant Period: July 1, 2022, through June 30, 2023

Program Contact: Valerie Crum, Program Officer, vcrum@miamifoundation.org

COMMUNITY GRANTS APPLICATION QUESTIONS

Idea Stage | *Introduce your work to strengthen Greater Miami.* To respect your time, this first stage is brief. Organizations will provide basic organizational information and an overview of the proposed work.

- **Organization Profile** | Share basic contact information, budget and staff size, and diversity, equity, and inclusion information. Select a funding category and provide a short statement about the organization’s mission and the purpose of the proposed work.
- **Narrative** | Share a summary of what you seek to do and how it connects with the Community Grants program priorities. You will be asked to answer two questions:
 1. Describe the local community need or opportunity you seek to address. What is your organization’s vision for change? (Limit 400 words)
 2. Describe your proposed work and goals to pursue change during the grant period. How will you create progress for people and their communities? *We recommend reviewing the Community Grants priorities while drafting your response.* (Limit 500 words)
- **Supplemental Information (Optional):** Upload any additional information you would like to share about your work such as video, photos, news stories, or brief reports. *We recommend sharing no more than five pages of content or five minutes of video.*

Idea Stage applications are due Thursday, February 24, 2022, at 4 p.m.

Idea Stage Review: Applications will be evaluated on their individual strength and alignment with the Community Grants priorities, as well as in the context of other submissions. Selected organizations will be invited to submit a full proposal.

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Full Proposal Stage | *Share your plan to achieve your goals.* The full proposal will build on the Idea Stage application by requesting more information about implementation, target populations, outcomes, budget, and sustainability. Below are the intended full proposal questions – please note that the Foundation may slightly adjust the questions after reviewing the Idea Stage.

Full Proposal Narrative Questions |

1. **Statement of Goals** | Summarize the local opportunity and goals you plan to address through the proposed work. (75 words)
2. **Implementation** | What is your work plan? Describe the main program activities and timeline. (450 words)
 - **Activities Measures** | List up to 3 main activities you would conduct through this work. For each, indicate your targeted goal for frequency (i.e., weekly or monthly) and/or reach (i.e., number of people). (150 words)
3. **Outreach & Engagement** | Describe your target population(s) and the main outreach strategies to engage them in the proposed work. (300 words)
4. **Assessment** | What are your goals for the proposed work? Describe the measurable improvement that will result for people or communities. (250 words)
 - **Outcomes Measures** | List up to 3 main outcomes you would measure to show the impact of this work. For each, indicate your targeted goal (i.e., what percent of participants will achieve the desired result) and how you would measure results. (150 words)
5. **Qualifications & Sustainability** | Describe how your organization is well-positioned to implement the proposed work, including relevant partnerships, existing work, and/or staff expertise. (250 words)
6. **Advancing Equity** | How is your organization's work advancing equity of people and communities that have been historically marginalized? (250 words)
7. **Financial Narrative** | Describe your financial plan to achieve the proposed work, as shown in your attached budget. How will the proposed use of funds support your organization and your identified goals? (250 words)
8. **Supplemental Information (Optional)** | Is there anything else you would like to share about your organization or the proposed work? This may include information about long-term goals, anecdotes from past related work, or the impact of COVID-19 on your work. (250 words)

Full Proposal Required Attachments |

- Completed Proposal Budget Form (Required for Program Support proposals - [click to download](#))
- Current Annual Operating Budget
- Current Board of Directors list

Review committees of community members evaluate full proposals with support from internal staff. This ensures rich perspectives from people with personal and professional experiences related to each funding category. The full proposal stage will include an optional opportunity for new applicants and emerging nonprofits to have a virtual conversation with reviewers.

Thank you for your interest in Community Grants.

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COMMUNITY GRANTS FREQUENTLY ASKED QUESTIONS (FAQ)

ABOUT THE PROGRAM

Where does the funding for Community Grants come from?

Since 1967, over 100 generous donors have created permanent endowment funds at The Miami Foundation. They entrusted us to support the issues they cared about, forever. Every year, we use a board-approved spending percentage from these funds to address Greater Miami's current needs while honoring the donors' intent. These endowed funds generate the majority of the available Community Grants funding.

The Foundation is also committed to growing the available funds through Community Grants. This year, we are partnering with a network of philanthropists to grow the amount of funds available for our community. Fundraising is ongoing, but the overall program will invest at least \$1.4 million across the six funding categories. We will share updated category amounts throughout the program process.

What organizations are eligible to apply? Does location matter?

Eligible applicants are all 501(c)(3) public charities and governmental entities with an active IRS status that are serving Miami Dade County. Projects with an established 501(c)(3) fiscal sponsor are also eligible. The proposed work must primarily serve Miami-Dade County residents. Your nonprofit itself does not have to be headquartered in Miami-Dade County, but we strongly encourage organizations based outside Greater Miami to collaborate with local partners to be most effective.

What types of work will you consider?

We welcome a variety of approaches within the funding categories including direct services, community organizing, partnerships, and others as appropriate to your mission and vision. IRS restrictions on the use of 501(c)(3) funding still apply.

APPLICATION AND GRANT DETAILS

How do I submit my application through the Submittable platform?

Please note that the portal to submit your application has changed. All applications will now be submitted online through the Foundation's Submittable platform (themiamifoundation.submittable.com). Please select the "Community Grants 2022 Proposal" form. Each applicant will sign in with an existing Submittable account or create a free account by providing a name and email address. This is different from a Spectrum account that you may have used before. If you need technical support, please visit [Submittable's Help Center](#).

The Submittable platform allows applicants to save their progress and return later, so you do not need to complete the application in one sitting. Please make sure you are signed in to your Submittable account so your information saves properly. As you are drafting your application, we strongly recommend saving a backup of your responses in a separate file to prevent technical issues.

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What is the “Idea Stage”? What information will you be looking for?

The Idea Stage is your opportunity to introduce your proposed work. It is very similar to a “letter of intent.” Please share an overview of 1) the local need or opportunity you plan to address and 2) your proposed work and goals.

We recommend reviewing the Community Grants program priorities while drafting your response, as reviewers will prioritize applications that align with our priorities. We also recommend signing up for office hours with the Foundation team to discuss your application and answer any questions you may have.

What should I know about the new Inspiring Arts and Culture category?

The new Inspiring Arts and Culture category values the role of the arts to strengthen Miami-Dade County’s diversity and robust cultures. This category will prioritize opportunities to support new or expanded work, particularly to increase access and representation within the arts.

Our work in this category will be exploratory as we test how our funding can be most impactful, so we look forward to learning from our partners.

What should I know about the updated Sustainable Environment category?

This year, the Sustainable Environment category has been updated to align with Miami-Dade County’s Resilient305 strategy. [Please review the category summary here for more information.](#)

What age range does the Thriving Youth and Families category serve?

The Thriving Youth and Families category seeks for youth to thrive from childhood to career. It will consider work serving infants and children through young adults in their mid-twenties.

How do I know which funding category my organization should apply to?

Please apply to the funding category that is most aligned with the goals of your proposed work. Applications in each category will be considered equally. If a submitted application would be more competitive in a different category, the Foundation will work with the applicant to recategorize. This is also an excellent question to bring to office hours with the Foundation team – [please click here to sign up for office hours through Calendly.](#)

What are the funding options for Mission-Building Support and Program Support?

We’re committed to creating more flexibility for nonprofit partners. Our funding options are designed so that nonprofits can select the best use of funds to support their work and impact.

Mission-Building Support is intended to advance organization-wide work and goals. Mission-building partners seek to become stronger community resources. These funds are often used for more general expenses, which may include support for operations or infrastructure to support organizational success. Proposed goals typically focus on organization-wide activities and outcomes.

Program Support is the appropriate choice if your current priority is securing support for a specific program or project that you seek to start, sustain, or grow. Proposed goals should focus on the program’s activities and outcomes.

For both options, reviewers will evaluate your goals for community impact and your plan to achieve the proposed work. **Mission-Building Support and Program Support proposals will be evaluated the same – the Foundation has no preference.**

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Why does the Foundation ask for Diversity, Equity, and Inclusion (DEI) information?

Equity is The Miami Foundation's core value. We are always learning and improving our practices so that they reflect equity. We will use the DEI information to advance our understanding of who we are and are not reaching, the equity of our funding patterns, and the overall diversity within Greater Miami's nonprofit sector. We ask about the executive leader, senior leadership (director level and above), and board members since they influence an organization's direction. We hope this will also prompt nonprofits to examine how diversity, equity, and inclusion are reflected in their organizations.

Through the Community Grants application process, you will be asked to share how your proposed work seeks to advance equity with communities facing marginalization, and you can indicate the geographic locations where your work takes place. The DEI information will complement this by helping us understand who is leading the nonprofit's mission and direction. While we encourage you to provide this information, we have provided an option for Prefer Not to Answer.

What is the review and selection process?

Idea Stage applications will be evaluated according to review criteria that align with the program priorities. Internal Foundation staff, with support from external advisors, will consider applications on their individual strength and alignment with the Community Grants priorities, as well as in the context of other submissions.

Full proposals are evaluated by review committees of community members with support from internal staff. This ensures rich perspectives from people with personal and professional experiences related to each funding category.

If awarded, will I get my full funding ask?

Historically, the average grant size for Community Grants was \$21,000 and partial grants were often issued to maximize available resources. Our partners have shared that this partial funding limited their impact, and we're listening: This year, we will prioritize more substantial grants to support our partners with trust and stability.

Will I be able to get feedback on my declined proposal?

Yes. After each application stage, organizations will have an opportunity to schedule time with Foundation staff to discuss proposal feedback.

If my organization receives a grant, what is the reporting process?

Community Grants will request two reports: an interim, 6-month "update" and a final written narrative report to be submitted at the end of the grant period. The Foundation shares reporting questions with partners at least one month in advance.

ELIGIBILITY

Does my organization need to be a certain size to apply?

No. We welcome applications from organizations of all sizes that meet our eligibility criteria and are working toward the goals identified in the program guidelines.

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I'm a college or university. Can I apply?

Yes. Colleges and universities are eligible to apply to Community Grants. You may submit up to three applications, and each should be from a different department or college.

I'm a church or faith-based organization. Can I apply?

Yes. We welcome applications from faith-based organizations that provide programs, services, or activities for the broader community that align with our guidelines. However, we do not fund work focused on spreading a particular religious belief or that is limited to serving members of your organization.

I'm a local government office. Can I apply?

Yes. Local government offices are eligible to apply to Community Grants. You may submit up to three applications, and each should be from a different department.

Can I apply in partnership with another organization?

Yes. We encourage and welcome collaboration. The partners should select one nonprofit to serve as the lead applicant to the program. Any awarded funding will be paid out to the lead applicant organization to manage on behalf of the partners. The lead applicant may also submit an individual application.

Can I apply for the same program I applied for, or was funded for, last year?

Yes. We encourage all previous applicants with aligned work and goals to apply to Community Grants, regardless of previous funding outcomes.

I have a current grant through another Foundation program. Can I still apply?

Yes. We do not limit nonprofits to receiving funding from just one program. You can apply to Community Grants as long as your current grant(s) is in good standing – please contact your grant manager if you have any questions.

Does my program or approach need to be “new” to apply?

No. Community Grants will support both new and existing work to advance our shared goals for Greater Miami.

Does my program need to have other funding to apply?

No. Although we encourage you to share any other confirmed or potential funding sources to show the sustainability of your work, we recognize that not all work needs multiple funders. We do not require other funding or match funding.

How do I get in touch with the Foundation team if I have more questions?

All organizations considering an application, especially first-time applicants, are encouraged to sign up for an optional 25-minute meeting with Foundation staff to learn more about the grant opportunity, share your work and impact, and answer any questions you may have. [Click here to schedule via Calendly.](#)

If you have unanswered questions after reviewing the guidelines, [program webpage](#), and this FAQ in full, please reach out to Valerie Crum, Program Officer, at vcrum@miamifoundation.org.

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ABOUT THE MIAMI FOUNDATION

The Miami Foundation builds the philanthropic, civic, and leadership backbone for Greater Miami. Since 1967, the Foundation has invested \$485 million to strengthen our community with partnerships and contributions from more than 1,000 fundholders and 35,000 donors. The Miami Foundation, which currently manages over \$350 million in assets, mobilizes donors, nonprofits, leaders, and locals to set a bold vision for our community's future and to invest in a stronger, more equitable, more resilient Greater Miami.