



## **Grant Request Process Q&A Session Responses**

### **Grant Parameters**

*Can we make changes to our LOI submission if it's not COVID related?*

Yes, if your organization's fundraising priorities have changed since the original proposal was submitted, regardless of the nature of the change, you may submit an updated proposal

*Is the \$250,000 grant limit (for non-capital requests) the total over 2 years, or an annual amount?*

Grant awards will range from a total of \$15,000 to \$250,000 for non-capital requests, and up to \$500,000 for capital projects. These are total awards for up to two years.

*Are there any requests you will not consider for K-12 schools; e.g.: mental health resources, Chromebooks, hotspots*

There are no defined requests the Burke Foundation will not consider funding. The Foundation has not historically supported projects focused on mental health; however, we are open to hearing proposals with this focus if the organization identifies it as its most pressing need.

*Can the request be a combination of both program (\$250K) and capital (\$500K), that together total the maximum? And is the total amount we request an 'each year' request or a '2-year' request?*

Yes, an organization may request both capital and operational funds. The highest total request over two years in this situation would be \$750,000 (\$250,000 for operations and \$500,000 for capital)

*Our school's original request included support for "operating" - support of high-quality education and curriculum including community development work to support scholar's families. With COVID, our high-quality education and services will not change...they may just look different due to virtual learning and serving families in different ways as they struggle by COVID impact. Might we want to consider submitting a new LOI to share updates on what this new school year may look like then?*

If the essence of your original proposal has not changed, you do not need to submit an updated proposal. Any changes to program delivery methods due to the need to be virtual can be addressed if the proposal moves to the second phase of consideration.

*Can an organization submit a "combined" request to include operating and capital support? In our last LOI in February, we were able to do that.*

Yes, an organization may request both capital and operational funds. The highest total request over two years in this situation would be \$750,000 (\$250,000 for operations and \$500,000 for capital)

*The LOI we submitted in February had a higher ask amount then what is being allowed now. Should a new LOI be submitted?*

If the original request was for an amount higher than \$250,000 for non-capital requests or \$500,000 for capital projects, you do NOT need to submit an updated proposal. Any changes to the budget can be address if the proposal moves to the second phase of consideration.



*Grant Award Clarification: It seemed that in the initial application we could ask for up to \$1.5 million for a grant of 3 years. I noticed the numbers were different. Is it \$15,000 to \$250,000 per year for a 2-year grant or \$15,000 to \$250,000 total for the entire 2 years if we did receive a 2-year grant?*

Grant awards will now be up to \$250,000 total over the course of 1-2 years for programmatic requests, and up to \$500,000 total over the course of 1-2 years for capital requests.

*3 questions for Capital Project: We did not realize that the Burke Foundation funded Capital Projects and we currently have a Capital Campaign for the purchase and renovation of a new building. 1. Are we able to apply for both non-capital and capital projects at the same time? 2. If we can, what is the max total we can ask for? 3. For capital funding, do you mainly fund current/past grantees, or can potential new grantees apply?*

Yes, an organization may request both capital and operational funds. The highest total request over two years in this situation would be \$750,000 (\$250,000 for operations and \$500,000 for capital). You do not need to be a current or former partner of the Burke Foundation to receive capital funds.

*Clarification - We can totally change our project from what we proposed in Jan? We would be going for more 'emergency' funding needs this round, last time it was literacy programming.*

Yes, we welcome updates that are completely different than the original proposal.

*Can we submit multiple grants from the same organization?*

No, only one grant request per organization is allowed.

*If our priorities have not changed, but the way in which we are conducting the activities have pivoted to a more digital approach - do we submit an update through the Google Form, but not submit a new LOI?*

If the essence of your original proposal has not changed, you do not need to submit an updated proposal. Any changes to program delivery methods due to the need to be virtual can be addressed if the proposal moves to the second phase of consideration.

*So if our project will be virtual instead of in-person and that may require some additional technological equipment that may require additional funding should we resubmit?*

If there are additional needs within your project, or you have received additional information that you feel will strengthen your original proposal, you may submit an update.

*Can you define CAPITAL for us? Usually it would be for building improvements or construction, but does it also include things like installation of PPE, hand washing stations, and Chromebooks, etc.?*

Yes, more "soft capital" costs such as PPE and technology are considered to be capital costs by the Burke Foundation.



## Grant Logistics

*Are we going to be updating our previously submitted LOIs in the same process as the full application, or what is the format to update our LOIs?*

You may submit an update through this form: <https://forms.gle/hDizRbexn27fnP6EA>

*What will be the new timeline for those that receive the grant? (this may change our proposal a bit depending on those dates)*

Organizations will be notified of their application's status by October 1, 2020. The first payments may be made in October 2020 based on the need of the organization.

*To clarify, the 'original' request you are referring to was from the last proposal timeline - January 2020ish?*

Yes, when we refer to "original requests" we are referring to the Letters of Intent that were submitted with the initial deadline of February 1, 2020.

*For grant timeline- is it for example Oct 2020-Aug 2021, Jan 2021-Dec 2021, etc.?*

When we grant 1- or 2-year grants, the "year" can start at any point that makes sense for the organization.

*You indicated that the funds will be provided in October. Will we be notified re the grant before the school year starts?*

Organizations will be notified of their status by October 1, 2020, so it will not be before the academic year begins.

*About how many proposals do you anticipate granting?*

We do not have a set number of grants or a set total amount to be awarded. Historically the Burke Foundation has accepted about 10% of its applications.

*If first payment is in Oct. When will it be determined if we move forward, and when we will know if we will receive notification?*

Organizations will be notified of their application's status by October 1, 2020. The first payments may be made in October 2020 based on the need of the organization.

*If an organization were to be awarded in this grant cycle, would they be eligible to apply for additional funding in a future cycle for the post-COVID evolution/expansion of the same/similar project?*

Yes, organizations that are awarded funding in this grant cycle will be eligible for other grants in the future.

*If a project is engaging with students during the school year and would prefer to wait until next fall (2021) due to COVID and virtual learning restrictions is that allowable?*

The Foundation's primary grant focus will be on the most urgent needs for an organization and the young people they serve. It would be less likely for a grant to be made for a project that starts a year from now, but an organization may still submit an application.



## **Decision-Making Process**

*Does matching funding hold any weight in the evaluation process?*

Matching funds may play a role in the decision but are not necessary for a successful proposal.

*Have your priorities changed on what you are interested in funding due to COVID-19?*

The Burke Foundation is still staying true to our mission to support urban education and youth development programs for young people in the City of Milwaukee. At this time, we are also paying particular attention to the urgent needs for educating young people in 2020 and 2021.

*For grant requests that don't change in priority, but we have additional information that is relevant to consideration of the request, how would we best provide that updated information for consideration?*

If you have received additional information that you feel will strengthen your original proposal, you may submit an update.

*Do you have a better chance of getting an award if your request is smaller?*

No, the Foundation is looking to support programs that are meeting the needs of young people at this time, regardless of the size of the request.

*What will the project period be?*

When we grant 1- or 2-year grants, the "year" can start at any point that makes sense for the organization.

*How many current LOIs are in the "pot"?*

Over 100 applications were originally received. The Burke Foundation expects that this will be a highly competitive process.

*Will the updated guidelines impact next years' RFP timeline/process? Or is that an unknown at this time.*

The Burke Foundation has yet not determined the parameters around our next opportunity to submit an application for funding.