



RED ENVELOPE GIVING CIRCLE REQUEST FOR PROPOSAL

DEADLINE: 11:59pm PDT on October 1, 2018

OUR MISSION: The Red Envelope Giving Circle (REGC) is committed to creating positive social change in the Greater San Francisco Bay Area through philanthropic support of community projects that improve the lives of Asian and Pacific Islander (API) LGBTQ people and communities.

ELIGIBILITY REQUIREMENTS: REGC's priority is to fund San Francisco Bay Area API-LGBTQ-led projects that directly engage members of the San Francisco Bay Area API-LGBTQ communities in making transformative, positive, social change within their own communities. The number of grants awarded during this cycle is contingent on available funding. *The grant amount is up to \$3,000.* Projects funded in the last grant cycle are not eligible to apply this year and must wait one year before submitting another grant proposal. Organizations and individuals funded in the last grant cycle may apply again this year if the proposal is for a new or different project.

FISCAL SPONSORSHIP: All applicants must have a not-for-profit 501c(3) status or have a fiscal sponsor with such status. Please contact us if securing fiscal sponsorship poses a barrier to your application.

IMPORTANT DATES: Please submit your grant proposal **no later than 11:59pm PDT, October 1, 2018**. Late proposals, including late proof of fiscal sponsorship, will not be considered. Notification of Grant Awards will be made by **December 1, 2018**. Please save the date and plan to be present at our Grantees' Presentation Ceremony scheduled for **February 2019**. Please note that grantees are also required to submit a short video, graphic/poster, or written piece about their projects that will be presented at the Grantees' Presentation Ceremony.

CONTACT: Should you have any questions regarding the Request for Proposal (RFP) application or process, please email REGCgrantcommittee@gmail.com prior to October 1, 2018. Learn more about REGC at www.red-envelope-giving-circle.org and <https://www.facebook.com/RedEnvelopeGivingCircle/>.

REGC's community partners include Asian Americans/Pacific Islanders in Philanthropy (AAPIP) and Horizons Foundation.

REQUEST FOR PROPOSAL

Please complete and email the following application to REGCgrantcommittee@gmail.com by **11:59pm PDT on October 1, 2018**.

Personal Information

Name of Project Leader:

Organization:

Street Address:

Email:

Phone Number:

Project Information

Project Title:

Project Summary (maximum 50 words):

Amount Requested:

Short Answer Questions: *You may answer the questions below in writing **OR** in the form of one 3-7 minute video.*

Provide a description of the proposed project, including its history, uniqueness, target audience, alignment with REGC's mission, as well as the need or problem it seeks to address (maximum 650 words):

What activities and key milestones will you carry out to achieve your project goals (maximum 250 words)?

How will receiving a REGC grant make a difference in helping you achieve your goals (maximum 250 words)?

How will your project benefit Bay Area API-LGBTQ communities (maximum 250 words)?

Propose a detailed budget of how the funds from a REGC grant will be used. If you are creating a video, you may include this in the video OR submit a budget separately.

List any examples of prior projects you have accomplished and are most proud of (brief descriptions and dates):

How did you learn about REGC and this application?

Fiscal Sponsor Information

Name of Fiscal Sponsor:

Contact Person:

Street Address:

Email:

Phone Number:

Organization's EIN (Tax ID #):

Fiscal Sponsor's Mission Statement:

Please provide a copy of your organization's IRS tax-exempt determination letter. If your tax-exempt status is pending, you must attach a copy of your fiscal sponsor's most recent IRS determination letter along with a signed Memorandum of Understanding that establishes the fiscal sponsorship.

