

# Neighbor to Neighbor (N2N) 2024 Grant Application

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*Seattle Foundation*

## *A. Organization Details*

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Please make sure your individual and organization contact information above is up-to-date!

If you need to update your contact information, send an email to [orgprofile@seattlefoundation.org](mailto:orgprofile@seattlefoundation.org) with your request.

### **Org Profile Form Required**

**ATTENTION:** your organization must have a complete and current Org Profile Form to receive funding. Please make sure your Org Profile Form is complete and up-to-date before you submit an application.

To check if your Org Profile Form is complete and up-to-date: in the “Applicant Dashboard” scroll down and locate the “Active Requests” tab. Check if “Org Profile Form” is listed as a “Process.”

- If “Org Profile Form” shows as “Draft”: click the “edit application” link to the right to complete and submit it.
- If “Org Profile Form” is not listed at all: this means you need to complete a brand new Org Profile Form. Click the “Apply” button at the top of the screen and find the Org Profile Form at the top of the “Apply” page.
- If “Org Profile Form” is listed as “Submitted”: check if the submission date is older than five months from today’s date. If it is, this means your information is outdated. To update, click the “Apply” button at the top of this screen. In the “Apply” page, find the Org Profile Form at the top and follow the instructions provided to pull up your previous responses and edit them.

## Neighbor to Neighbor (N2N) 2024

Neighbor to Neighbor (N2N) is the grassroots grantmaking program of the Seattle Foundation overseen by a community, partner and funder advisory committee. The purpose of N2N is to address racial and economic inequities by supporting grassroots efforts that increase community engagement, power and influence of those most affected by those inequities. N2N plays a crucial role in supporting the Foundation's mission: to ignite powerful and rewarding philanthropy to make Greater Seattle a stronger, more vibrant community for all.

N2N supports organizations and/or projects under \$200,000 annual budget that are led by the diverse communities they intend to support. N2N funds projects, not general operating support or ongoing direct social service work. N2N generally does not sponsor or fund one-time events. N2N's target neighborhoods are South Seattle, White Center, Kent and SeaTac/Tukwila. The N2N Advisory Committee reviews grants on a quarterly basis. (Jan 30, April 30, July 30, Oct 30) Grant awards are up to \$7500.

Prior to applying, please contact the N2N program consultant Aileen Balahadia at [a.balahadia@seattlefoundation.org](mailto:a.balahadia@seattlefoundation.org) to ensure your project is a good fit for N2N.

### A1. Organization Name\*

*Character Limit: 100*

### A2. Region Served\*

Please select the region that best matches that served by your project.

#### Choices

All  
Eastside  
King County  
Pacific Northwest  
Puget Sound Region  
Rural Washington State  
Seattle  
South King County  
Vashon Island  
Western Washington

### A3. Population Served\*

Please select the population that best matches those served by your project.

#### Choices

African American  
Asian  
At-risk Youth  
Children and Youth  
Communities of Color  
Disabled

Faith Communities  
Formerly Incarcerated/Court-Involved  
Gay, Lesbian, Bisexual, Transgender  
General Population  
Hispanic/Latino  
Homeless  
Jewish  
Low Income  
Men and Boys  
Native American  
Native Hawaiian or Pacific Islander  
Refugees and Immigrants  
Seniors  
Women and Girls

**A4. Physical Address - City\***

Please enter the city of your organization's physical address.

*Character Limit: 100*

**A5. Physical Address - State\***

Please enter the two-letter abbreviation for the state where your organization's is physically located.

*Character Limit: 2*

**A6. Physical Address - Postal Code (ZIP)\***

Please enter the postal code for your organization's physical address.

*Character Limit: 10*

**A7. Non-discrimination and Anti-hate Statement\***

Seattle Foundation will not permit grants that are inconsistent with its commitment to end unlawful discrimination and/or hateful activities. For these purposes, unlawful discrimination includes discrimination on the basis of age, race, national origin, ancestry, sex, pregnancy, gender, gender expression or identity, disability, sexual orientation, marital status, veteran or military status, political ideology, religion/creed, or any other characteristic protected by applicable federal, state, or local law. Hateful activities include discrimination on the basis of immigration status and inciting or engaging in violence, intimidation, harassment, threats, or defamation targeting an individual or group based upon their actual or perceived age, race, national origin, ethnicity, sex (including pregnancy), gender, gender identity, disability, sexual orientation, marital status, veteran or military status, political affiliation, immigration status, or religious belief.

**Do you certify that your organization does not discriminate on these bases nor engage in hateful activities?**

**Choices**

Yes, we certify that we do not discriminate on these bases nor engage in hateful activities.

No, we are unable to certify that we do not discriminate nor engage in hateful activities.

**A8. Org Profile Status\***

To be eligible for Seattle Foundation grants, your Org Profile information needs to be complete and up-to-date. Has your organization completed or updated its Org Profile in the past 5 months?

**Choices**

Yes

No

**A9. Organization Type\***

Please select the option that matches your organization's current status:

**Choices**

We are a public charity with our own 501(c)(3) tax status

We are using a fiscal sponsor who has its own 501(c)(3) Public Charity tax status

We are applying on behalf of a state or federally recognized tribe

***Non-compliant with Non-discrimination Statement***

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**Non-compliant With Non-discrimination and Anti-Hate Statement\***

If you answered 'No' to compliance with Seattle Foundation's Nondiscrimination and Anti-Hate Statement, please explain below. (500 character limit)

*Character Limit: 500*

***Fiscal Sponsor Information***

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**Fiscal Sponsor Name\***

Please enter your fiscal sponsor organization name below.

*Character Limit: 100*

**Fiscal Sponsor EIN\***

Please enter your fiscal sponsor's tax id (EIN).

*Character Limit: 50*

**Name of Fiscal Sponsor Contact\***

*Character Limit: 50*

**Contact Information -- Email and Phone\***

*Character Limit: 50*

**Fiscal Sponsor Mailing Address\***

Please enter your fiscal sponsor's mailing address. (500 character limit)

*Character Limit: 500*

## *Fiscal Sponsor Letter Upload*

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**Fiscal Sponsor Letter Upload**

Please use the following Word document to provide us a project sponsorship letter from your fiscal sponsor. First download the Fiscal Sponsor Cover Letter file, save it to your computer, fill it out, and then upload your completed version of it using the 'Upload a file' button below'.

*File Size Limit: 2 MB*

## *501(c)(3) Determination Letter Upload*

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**501c3 Determination Letter\***

Please upload your/your fiscal sponsor's 501(c)(3) determination letter.

*File Size Limit: 2 MB*

## *State or Federally Recognized Tribe Upload*

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**Tribal Leadership Letter Upload\***

Tribes should submit a letter from the Tribal chairperson (or their designee) to affirm support of the application. A full council resolution is not required.

*File Size Limit: 5 MB*

## *B. Grant Request Details*

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Please tell us about your N2N proposal in the following questions.

**B1. What Would Be Funded\***

In one to two sentences, please describe the Project you are requesting funds. Answer Who, Where (geography), What, and Why. (250 character limit)

*Character Limit: 250*

## B2. First N2N Grant\*

Is this your organization's first application for N2N?

### Choices

- Yes
- No

## B3. First Grant Ever\*

Is this your organization's first application for ANY grant funding?

### Choices

- Yes
- No

## B4. Request Amount\*

Grant Request Amount: (must not exceed \$7,500)

*Character Limit: 20*

## B5. N2N Geography\*

Where is the focus of this project?

### Choices

- Kent
- SeaTac/Tukwila
- South Seattle
- White Center

## B6. Organization Mission\*

What is the mission of your organization? (1,500 character limit)

*Character Limit: 1500*

## B7. Website or Social Media

*Character Limit: 2000*

## B8. Organization Budget\*

Please enter your current budget below.

*Character Limit: 20*

## B9. Organization Budget Explained

Only answer IF your organization's annual budget is over \$200,000. Please explain the impact of this funding or other considerations we should take into account if you are awarded. (500 character limit)

*Character Limit: 500*

## B.10 Compensated Individuals\*

Please enter the number of Compensated Individuals. If employees, please enter as FTE (Full Time Equivalent), for example 2.5. If Stipended, simply enter the # of stipended individuals. If no compensated individuals, please enter a zero. (250 character limit)

*Character Limit: 20*

## B11. Number of Volunteers\*

Please enter the number of volunteers at your organization. Please enter zero if you do not have volunteers. (250 character limit)

*Character Limit: 250*

## C. Narrative Questions

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For the narrative section, applicants can respond to each question in writing, or for any organizations who prefer this option, you can also choose to record a video response to the questions and share a link to the video in the next section.

### Response Type: Narrative Section\*

Would your organization like to provide written or video responses to the Narrative Section of this application?

#### Choices

Written Responses

Video Responses

## C. Narrative Section: Written Responses

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### Proposed N2N Work

#### C1. What work will you do?\*

*Character Limit: 10000*

#### C2. Your Community\*

Please describe the primary communities you represent and serve. [For example, what populations do you work with or know best. In addition, share how your are rooted n the geographic community you check marked above (South Seattle, White Center, Kent, or SeaTac/Tukwila).

*Character Limit: 10000*

### **C3. Your Partners\***

Please describe any community or organization partners you regularly work with.

*Character Limit: 10000*

### **C4. Your Past Work\***

How have you helped build community power? Share 1-2 recent ways you have helped people or organizations become more engaged, connected, or influential. If you have recently received a N2N grant previously, how has that helped you plan for this project?

*Character Limit: 10000*

### **C5. Why do you want to do this project/work?\***

What are one or two issues or systemic problems in your community that you want to address?

*Character Limit: 10000*

### **C6. Engagement\***

Who will be involved in the community? Did community help come up with the idea for this project? How are they leading or co-designing the work?

*Character Limit: 10000*

### **C7. Timeline\***

When will you do the work? Projects are generally completed within a 1 year time frame.

*Character Limit: 10000*

### **C8a. Budget\***

Please share a budget narrative of how you will spend the requested N2N grant funds of up to \$7500. A detailed budget form upload is no longer required.

*Character Limit: 10000*

### **C8b. What is your project's overall Budget (inclusive of N2N's funding)?**

*Character Limit: 20*

## ***C. Narrative Section: Video Responses***

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### **Proposed N2N Work**

In your video, please respond to the narrative prompts below, answering each section relevantly and completely.

Please create one video that answers each of the following questions. You will not be able to



upload the video directly to this application. **Instead, you will need to upload your video to a video-sharing platform (such as YouTube or Vimeo) and provide the link below.**

### C1. Video Link\*

Please share the URL to your video here:

*Character Limit: 2000*

### C2. Password

Is your video password-protected? If so please include the password here:

*Character Limit: 250*

Please affirm that your video includes responses to each of the following questions:

### C3. Answer Completion\*

Has your video answered the following questions?

1. **What work will you do?**
2. **Your Partners:** Please describe any community or organization partners you regularly work with.
3. **Your Community:** Please describe the primary communities you represent and serve. [For example, what populations do you work with or what geographic areas do you work in?]
4. **Your Past Work:** How have you helped build community power? Share 1-2 recent ways you have helped people or organizations become more engaged, connected, or influential.
5. **Why do you want to do this work?:** What are one or two issues or problems in your community that you want to address?
6. **Engagement:** Who will be involved in the community? Did community help come up with the idea for this project? How are they leading or co-designing the work?
7. **Timeline:** When will you do the work?
8. **Budget:** Please share a budget narrative of how you will spend the requested N2N grant funds. A budget form upload is no longer required.

### Choices

Yes

No

### C4. Additional Notes (Optional)

*Character Limit: 10000*

## *Board Makeup Upload*

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### **Board of Directors or Leadership/Steering Committee Members Upload\***

Please use the following Word document to provide us with the makeup of your board/leadership -- Board or Leadership Makeup First download the Board or Leadership Template file, save it to your computer, fill it out, and then upload your completed version of it using the 'Upload a file' button below'.

If you are fiscally sponsored or do not have a formal board, you should list the community members that will assist you in making the work a reality.

*File Size Limit: 5 MB*

## *Draft Review Request*

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### **Required Draft Review**

Please click the white 'Save Application' button on the bottom right and then email the N2N Program Consultant Aileen Balahadia at [a.balahadia@seattlefoundation.org](mailto:a.balahadia@seattlefoundation.org) to request a review of your application before officially submitting. Ideally allow 2-3 days before the deadline for a proper review.