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**IDEA COMMUNICATIONS** **GRANT** | **NARRATIVE APPLICATION**

***For Communications Projects That Advance Inclusion, Diversity, Equity + Accessibility***

***Applications must be received by 11:59 pm PT on Tuesday, November 22, 2022***

**Please complete the following questions then copy and paste them into our** [**online application.**](https://www.seuplift.org/idea-communications-grant-application/)

*Need support?**Check out our IDEA Communications Grant Handbook for compete details about this program including the project budget template and submission checklist.*

*Applications may also emailed to* [*alex@seuplift.org*](mailto:alex@seuplift.org) *or mailed to SE Uplift Neighborhood Coalition c/o Alex Cherin, 3534 SE Main Street, Portland, OR 97214. Hard copies may be dropped off between 10am and 5pm, Tue-Thur. All applications will be evaluated without regard to submission method.*

1. **ELIGIBILITY**

**Applicant Organization’s Nonprofit Status** *(choose one)*

* We are a federally-designated 501c3 nonprofit organization
  + Your federal tax ID number:
* We are currently fiscally sponsored by SE Uplift.
* We are fiscally sponsored by a 501c3 nonprofit organization *(Note: you will be required to submit a copy of your fiscal sponsorship agreement)*
  + Name of fiscal sponsor organization:
  + Fiscal sponsor’s federal tax ID number:
  + Primary contact name:
  + Primary contact phone
  + Primary contact email:
* None. We seek fiscal sponsorship from SE Uplift to be eligible for a grant.

(If applicable) **If this application is being submitted by a Neighborhood Association, has the Board of Directors formally voted to approve the submission of this application?**

* Yes
* No

Does your project take place in the [SE Uplift District Coalition Area?](https://www.seuplift.org/connect-with-your-neighborhood/)

* Yes
* No

1. **APPLICANT INFORMATION**

**Applicant Organization/Group** *(If your org/group is fiscally sponsored, list the applicant as “[Your org/Group], fiscally sponsored by [name of your fiscal sponsor]*”

**Applicant Organization/Group Mailing Address** *(If you are fiscally sponsored, this should be your fiscal sponsor’s mailing address.)*

**Street or PO Box:**

**City:**

**State:**

**Zip:**

**Project Title:**

**Requested Funding Amount** *(You may request a grant up to $1,000):*

**Primary Project Coordinator** *(Person responsible for your project and the main point of contact for SE Uplift)*

**Name:**

**Primary Project Coordinator’s Title:**

**Phone:**

**Email** *(This should be an address that is checked regularly):*

**Secondary Project Coordinator** *(Another point of contact for SE Uplift)*

**Name:**

**Secondary Project Coordinator’s Title:**

**Phone:**

**Email** *(This should be an address that is checked regularly):*

**PROJECT NARRATIVE**

*Your narrative should make a clear case for how your communications project is grounded in IDEA principles of Inclusion, Diversity, Equity, and Accessibility by benefitting historically under-served and under-represented communities such as people of color; immigrants and refugees; disabled people; and LGBTQ+, renter, or low-income communities. Your project should also advance one or more of the following grant program goals: Increase the number and diversity of people who are engaged in improving the broader community; Strengthen the community’s capacity to create social change by building leadership, identity, skills, or relationships; Increase community impact on public decisions and community life.*

1. **Is your organization a first-time applicant?**

* Yes
* No

1. **Please provide a very brief overview of what your project will do, who it will involve, and what you aim to accomplish.** Please use full sentences. *(75 words or less)*
2. **Please provide a more detailed description your project.** List your core goals. Describe the activities will you undertake to meet your goals. Tell us what you expect to accomplish by undertaking this project. *(300 words or less)*
3. **What is your group’s capacity to complete the project?** Include the qualifications of those who would carry out this project, and how they reflect the community you hope to engage. How will you ensure that your project delivery is culturally competent? *(300 words or less)*
4. **Optional: Please list any partners that would help you implement your project**. Describe their anticipated role and if they are projected or confirmed.
5. **Who will benefit from your project?** For example:Describethe target audience(s) your project will engage. Be specific about how your project will benefit historically underrepresented and/or underserved communities such as people of color, immigrants and refugees, people with disabilities, and LGBTQ+, renter, and low-income communities. What social, environmental, or economic barriers has your audience faced that your communications project will help alleviate? How will your target audience be involved as active participants? *(300 words or less)*
6. **What is your plan to promote your project and recruit participants?** Include how you will build awareness of your project in the community and the outreach methods you will use to reach your target audience. *(300 words or less)*

**TIMELINE**

**Please provide a simple timeline that outlines the steps you will take to accomplish your goals and by when.** Include your expected start and completion dates, and all major project milestones. *(200 words or less)*