



## **Miami Bayside Foundation Grant Guidelines**

Thank you for your interest in a Miami Bayside Foundation (MBF) grant. Our grantmaking is very competitive and we are only able to fund a small percentage of the proposals we receive.

### **About MBF's Educational Grants**

MBF provides grants to nonprofit organizations that share our commitment to advancing economic development in the City of Miami through education.

MBF has formed partnerships with organizations that provide programs and resources for minority students in the City of Miami. These programs have enabled students to excel in early learning, school readiness, primary and secondary school, as well as transition to and succeed in college and/or the world of work.

MBF makes funding decisions through a competitive, annual grantmaking process. The submission deadline for grant proposals is **March 1, 2019** for the annual grantmaking cycle. (The pre-grant application is due February 22, 2019.) \* In an emergency, funding may be applied for outside of the funding cycle and will be reviewed on a strict case by case basis.

### **Focus Areas**

#### **1. Education**

Priority is given to programs that serve disadvantaged or low-income youth in the City of Miami. Program areas may include but are not limited to:

- School Readiness Programs;
- Academic Enrichment Programs;
- After School/Summer Education Programs;
- Scholarship; and,
- Scholastic Resources.

#### **2. Entrepreneurship/Economic Development**

Support is given to programs that focus on the development of the entrepreneurial mindset and/or economic development. Program areas may include but are not limited to:

- Youth Career Readiness Programs;
- Youth Career Training Programs; and,
- Youth Internships Programs.

### **Important Considerations**

#### **What We Require**

- Clearly stated and specific use of funds statement;
- Statement on how the organization evaluates its program and measures success;
- Recent Audited Financial and 990;
- 501(c)(3) Letter of Determination; and,
- Miami Bayside Foundation [Impact Report](#) from previous awarded grantees.

## **What We Don't Fund**

Grants are not awarded to:

- Individuals;
- Political causes or candidates;
- Organizations that discriminate based on race, color, religion, sex, sexual orientation, gender identity, handicap, familial status, or national origin;
- Activities, projects, or programs that will be completed before funding becomes available (i.e., no retroactive funding); or,
- General Operating Expenses
- Activities, projects, or programs that operate outside the City of Miami

## **Other Factors We Consider**

- Does the program fit our mission and align with our core values;
- Is the constituency of the organization comprised largely of low income, underserved, and/or otherwise disadvantaged populations in the City of Miami;
- Does the organization demonstrate sound fiscal management practices;
- Does the organization demonstrate impact and past success; and,
- Is a methodology described regarding how the organization will measure success in achieving their goals?

## **Grantee Requirements**

All grantees will be required to submit an [Impact Report](#) to the Miami Bayside Foundation at the completion of the grant period. Failure to submit an [Impact Report](#) will result in the grantee being ineligible for future funding for a minimum of two-funding cycles.

## **The Application Process**

We ask that interested nonprofit organizations complete our online Grant Inquiry Form. Upon review, if your request for funding strongly aligns with MBF's mission and serves to make a significant impact in the City of Miami, you will be contacted to submit a formal proposal with instructions on how to do so.

The formal proposal will be comprised of 4 sections:

### **Section 1: Contact Information**

This section should include a basic contact information about the organization.

### **Section 2: Organization Introduction**

This section provides an opportunity to introduce your organization through a cover letter. Consider how your organization aligns with the mission of the Miami Bayside Foundation. Detail the populations served through your programs. Highlight in what ways your work differs from other organizations doing similar work.

### **Section 3: Proposal Narrative**

In this section, the grant seeker should specify how the requested funds will be used. The need or issue addressed by the request should be described, as well as demographic information about the target population served.

### **Section 4: Supporting Documentation**

This section should incorporate the supporting documentation outlined in the *What We Require* section.

#### **Dates**

Following are the MBF's deadline and approximate timeline for decision dates.

<i>Deadline Date</i>	<i>Approximate Decision Date</i>
----------------------	----------------------------------

<b>March 1, 2019</b>	<b>April 30, 2019</b>
----------------------	-----------------------

All grant requests must be completed and submitted no later than 11:59 p.m. (Eastern time zone) on the day of the deadline. Late or incomplete proposals will not be considered.

#### **How**

To apply for a grant from MBF, complete the online Grant Inquiry Form. After completing your online Grant Inquiry Form, should you be deemed eligible, you will be contacted to submit a formal proposal. The formal proposal may be submitted via email to: [kathleen@miamibaysidefoundation.org](mailto:kathleen@miamibaysidefoundation.org) or via mail to:

**The Miami Bayside Foundation**  
**c/o Kathleen Murphy**  
**25 SE 2<sup>nd</sup> Avenue**  
**Suite 240**  
**Miami, FL 3131**