Black Farmers Discrimination Litigation Cy Pres Phase I Grant Application

CY PRES PHASE I GRANT REQUEST

*This Application is to be completed from the perspective of the applicant organization or sponsored organization/group (hereafter referred to as “organization”) that will be carrying out the grant-supported work. It is recognized that organizations will have a range in capacity to write grant proposals, which will be considered in review.*

*Please enter answers in the form fields below, indicated by underlined grey text.* *Recommendations, not limits, for maximum word count are indicated by (gray text in parentheses)*.

**Organization Name:** Enter Organization Name

What type of funds are you requesting? *(Select only one of the following two options)*

[ ]  **General Operating Support:** unrestricted; may be used where most needed, including salaries and overhead, expanding or starting a program, investing in technology, improving fundraising efforts, organizational debt repayment, capital expenditures, or otherwise. Funds may not be used for re-granting or endowments. *Select this option if the* ***bulk of your organization's total work*** *is providing agricultural, business assistance, and/or advocacy services for African-American farmers and/or ranchers operating in rural/non-urban areas of the U.S.*

Proposed grant period in number of months (up to 24 months allowed): XX Months

Total amount of request: $ Enter Amount

*It is recommended that the maximum funding request for general operating support not exceed one-third of an organization’s annual operating budget per year for two years*

Indicate what percentage of your general operating support request you intend to use for:

 Enter Percent % programs

Enter Percent% supporting services (e.g. management/general and fundraising)

Enter Percent% organizational development (e.g. capacity building, staff training, organizational planning, etc.)

Enter Percent% organizational debt repayment

Enter Percent % other (*please specify*):Enter Other Use

[ ]  **Project Support:** restricted; must only be used for eligible project or program expenses. *Select this option if* ***only a portion (i.e. a project or program, but not the bulk) of your organization’s work*** *is providing agricultural, business assistance, and/or advocacy services for African-American farmers and/or ranchers operating in rural/non-urban areas of the U.S.*

Proposed grant period in number of months (up to 24 months allowed): XX Months

Total amount of request: $ Enter Amount

*It is recommended that the maximum funding request for project support not exceed one-third of the annual project budget per year for two years.*

 Project or Program name: Enter Project or Program Name

CY PRES PHASE I GRANT PROPOSAL NARRATIVE

1. BACKGROUND OF ORGANIZATION
2. If your organization has a vision or purpose statement, please state it below (if none, indicate N/A):

|  |
| --- |
| Enter Statement (100 Words) |

1. Describe your organization’s work, including its history, major accomplishments, and programs and services:

|  |
| --- |
| Enter Description (500 Words) |

1. Describe the constituency(ies) served by your organization’s work:

|  |
| --- |
| Enter Description (250 Words) |

1. For Project Support request only, please describe the project or program for which you are requesting funding:

|  |
| --- |
| Enter Description (500 Words) |

1. For Project Support request only, please describe the constituency(ies) served by the project or program described above:

|  |
| --- |
| Enter Description (250 Words) |

1. Are you a member-based organization? [ ]  NO [ ]  YES; If Yes, indicate what percentage of your membership are African-American farmers and/or ranchers? Enter Percent %
2. What is your organizations’ geographic scope of service? *Mark all that apply*:

[ ]  Local

[ ]  State

[ ]  Regional/Multi-State - please specify which states: Enter States

[ ]  National

1. SERVICES PROVIDED FOR AFRICAN-AMERICAN FARMERS AND/OR RANCHERS
	* + 1. Please describe the agricultural, business assistance, and/or advocacy services your organization provides for African-American farmers and/or ranchers operating in rural/non-urban areas of the U.S.? *Below the text box, please mark all services that apply, and specify as prompted.*

|  |
| --- |
| Enter Description (500 Words) |

Agricultural Services

[ ] Technical assistance and/or training (*please specify type of assistance and/or training*: Enter Type)

[ ] Farmer-to-farmer learning/networking

[ ] Organic/sustainable transition/support

[ ] Cooperative training

[ ] Beginning farmer training (for farmers in first 1-3 years)

[ ] Beginning farmer training (for farmers in years 4-10)

[ ] Other: Enter Other Type of Service

[ ] Other: Enter Other Type of Service

Business Assistance Services

[ ] Financial counseling

[ ] Business planning

[ ] Marketing assistance:

[ ] Direct markets

[ ] Wholesale/retail supply chain development

[ ] Cooperative development

[ ] Farm to Institution

[ ] Other: Enter Other Type of Service

[ ] Other: Enter Other Type of Service

Advocacy Services

[ ] Land acquisition and retention

[ ] Access to credit/capital, assistance with loan applications and appeals

[ ] Policy advocacy/policy development

[ ] Emergency assistance/disaster response

[ ] Hotline services

[ ] Coalition/network development

[ ] Mediation/legal services

[ ] Other: Enter Other Type of Service

[ ] Other: Enter Other Type of Service

* + - 1. Please also estimate the reach and percentage of total constituency served through the services listed above\*. If this data is not readily available, please provide your best, good faith estimates.
	1. Historically (prior to December 31, 2012), our organization served approximately # Enter Number African-American farmers and/or ranchers **through agricultural, business assistance, and/or advocacy services**. This number represents Enter Percent % of our total constituency served during this historic timeframe.
	2. Currently (since January 1, 2013), our organization serves an annual average of

# Enter Number African-American farmers and/or ranchers **through agricultural, business assistance, and/or advocacy services.** This number represents an annual average of Enter Percent% of our total constituency served.

\**For example, if your organization currently serves 1,000 total constituents through the eligible services in question, and 100 of those are African-American farmers and/or ranchers, this would represent 10% of your total constituency served.*

* + - 1. Where do the African-American farmers and/or ranchers reached by your organization through the above-mentioned agricultural, business assistance, and/or advocacy services operate? *Please provide the percentage for each community type below the text box. If this data is not readily available, please provide your best, good faith estimates.*

|  |
| --- |
| Enter Description (250 Words) |

Enter Percent % in a rural/non-urban community

Enter Percent % in an urban community

Enter Percent % in other community(ies) *Please specify:* Specify Type

* + - 1. How much of your organization’s total program budget\* is dedicated to providing agricultural, business assistance, and/or advocacy services for African-American farmers and/or ranchers operating in rural/non-urban areas in the U.S.? *If this data is not readily available, please provide your best, good faith estimates.*

Historically (prior to December 31, 2012), our organization spent an average of:

Enter Percent % of our annual program budget on agricultural, business assistance, and/or advocacy services for African-American farmers and/or ranchers operating in rural/non-urban areas in the U.S.

Currently (since January 1, 2013), our organization spends an average of:

Enter Percent % of our annual program budget on agricultural, business assistance, and/or advocacy services for African-American farmers and/or ranchers operating in rural/non-urban areas in the U.S.

*\*Total program budget expenses include direct and indirect costs for all programs; and do not include supporting services expenses for management/general and fundraising activities.*

1. For Project Support requests only: How much of the annual project budget\* is dedicated to providing agricultural, business assistance, and/or advocacy services for African-American farmers and/or ranchers operating in rural/non-urban areas in the U.S.? *If this data is not readily available, please provide your best, good faith estimates.*

Currently (since January 1, 2013), our organization spent an average of:

Enter Percent % of the annual project budget (for the project or program work referenced in this application) on agricultural, business assistance, and/or advocacy services for African-American farmers and/or ranchers operating in rural/non-urban areas in the U.S.

*\*Annual project budget expenses include all direct and indirect costs of conducting the project or program referenced in this application.*

1. IMPACT OF YOUR WORK ON AFRICAN-AMERICAN FARMERS AND/OR RANCHERS
	* + 1. **Current Impact:** Since January 1, 2013, what has been the impact of your agricultural, business assistance, and/or advocacy services for African-American farmers and/or ranchers operating in rural/non-urban areas in the U.S.? *Please include examples of measures of impact using quantitative and qualitative data.*

|  |
| --- |
| Enter Description (500 Words) |

* + - 1. **Historic Impact:** Describe the historic impact of the agricultural, business assistance, and/or advocacy services your organization provided to African-American farmers and/or ranchers operating in rural/non-urban areas of the U.S. prior to December 31, 2012. *Please include examples of measures of impact using quantitative and qualitative data.*

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| Enter Description (500 Words) |

* + - 1. **Assistance with Litigations:** If applicable, please describe the scope, nature, and impact of the services you provided to African-American farmers and/or ranchers in connection with the *Pigford* case and/or the Consolidated Case. *Please include examples of measures of impact using quantitative and qualitative data.*

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| --- |
| Enter Description (500 Words) |

1. CY PRES PHASE I GRANT REQUEST DESCRIPTION

*Financial information will be used to understand the needs of the organization. It is understood that some organizations will look to this RFP opportunity as means to stabilize their financial position.*

1. Briefly describe the opportunities or needs that the requested funding would address for stabilizing and/or growing the capacity of your organization or project:

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| --- |
| Enter Description (500 Words) |

1. Explain your organization’s financial situation, including recent ups and downs, as well as the amount and reason for any deficit in the last five years:

|  |
| --- |
| Enter Explanation (250 Words) |

1. Describe the work you will engage in with Cy Pres Phase I Grant funding, indicating the following:
	1. Anticipated outcomes (for your organization and the constituency served) for the grant term and up to 24 months after the grant term concludes. For General Operating Support requests, include capacity-building and/or organizational development outcomes, if applicable:

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| --- |
| Enter Description (500 Words) |

* 1. Strategies and activities you will use to achieve these outcomes:

|  |
| --- |
| Enter Description (250 Words) |

* 1. Any changes in strategies and activities from what would be expected without Cy Pres Phase I Grant funding:

|  |
| --- |
| Enter Description (250 Words) |

* 1. A budget narrative indicating how grant funds will be used to support this work:

|  |
| --- |
| Enter Description (350 Words) |

1. Describe any networks or collaborations that will support and/or further advance the work described in this proposal. *Please list your strategic partners and describe your shared work*:

|  |
| --- |
| Enter Description (350 Words) |

1. Briefly describe your plan to measure and determine progress toward your anticipated outcomes over the grant term and up to 24-months after the grant term concludes, including:
	1. What methods will you use to assess your impact and incorporate new learning into your work?
	2. What key questions will you be addressing in your evaluation?
	3. Who will be involved in evaluating this work—staff, board, constituents, community, consultants?

|  |
| --- |
| Enter Description (500 Words) |

1. Briefly describe any anticipated internal or external challenges, including financial, facing your organization during the grant period and your proposed plan to manage them:

|  |
| --- |
| Enter Description (250 Words) |

1. FISCAL INFORMATION

Fiscal Year: Enter Fiscal Year Range

1. Organization’s annual operating budget:

$Enter Amount for most recently completed fiscal year

$Enter Amount for current fiscal year

$Enter Amount projected/estimated for next fiscal year

1. Indicate what percentage of your annual organizational operating budget is spent on programs (versus supporting services: management/general and fundraising):

%Enter Percent for most recently completed fiscal year

%Enter Percent for current fiscal year

%Enter Percentprojected/estimated for next fiscal year

1. For Project Support requests:
	1. Is this a new project or program? [ ]  NO [ ]  YES
	2. Annual project budget\*:

$Enter Amount for most recently completed fiscal year (if applicable)

$Enter Amount for current fiscal year (if applicable)

$Enter Amount projected/estimated for next fiscal year

*\*Include all expenses in your annual project budget, including staff salaries/wages, overhead/indirect costs, supplies, rent and utilities, travel, etc.*

1. GOVERNANCE AND PERSONNEL
2. Describe your organizational structure, including the roles and responsibilities of board, key staff, and volunteers. Indicate any leadership positions held by African Americans and African-American farmers and/or ranchers:

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| --- |
| Enter Description (250 Words) |

1. If your organization is a member-based organization, please define criteria for membership and whether there are dues:

|  |
| --- |
| Enter Description (250 Words) |

1. How does your organization involve African-American farmers and/or ranchers in its planning and decision-making processes?

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| --- |
| Enter Description (250 Words) |

REQUIRED ATTACHMENTS

1. An audit report for the most recently completed fiscal year\*

If your organization is not required to conduct an annual audit, check here [ ]  and submit the following organizational financial statements for the most recently completed fiscal year:

* 1. Statement of Financial Position (balance sheet)
	2. Statement of Activities (revenue and expenses)
	3. Functional Expenses (expenses by program and supporting services), if available
1. Organization’s annual operating budget for:
	1. Current fiscal year
	2. Estimated for upcoming fiscal year
2. A list of funding sources for current and upcoming fiscal years, clearly indicating secured and pending funds
3. IRS Letter of Determination\*\*
4. Documentation that evidences three examples of past work with African-American farmers and/or ranchers, such as annual reports, publications, press clippings, etc.
5. A list of three external references familiar with your organization’s work, including name, title/relationship to your organization, email and telephone contact information
6. For Project Support requests: you are required to submit ALL OF THE ABOVE plus the following\*\*\*:
	1. Project budget for current fiscal year
	2. Estimated project budget for the grant period
	3. A list of project funders, clearly indicating secured and pending funds

*\*State and local laws differ regarding the maximum amount of annual charitable contributions an organization is able to receive before it is required to have an independent audit. If your organization does not have an independent audit because it is not required to do so by your state and local government, please indicate as such; you will not be disqualified from consideration.*

*\*\*If the organization has a fiscal sponsor, include fiscal sponsor’s letter of determination.*

*\*\*\*Include all expenses in your project budget, including staff salaries/wages, overhead/indirect costs, supplies, rent and utilities, travel, etc.*

PROPOSAL SUBMISSION DETAILS

Your completed Proposal includes the following:

1. a signed Cover Sheet;
2. a completed Application;
3. all required attachments.

Please submit your Proposal in PDF format to Submissions@BlackFarmerCyPres.com with the Applicant Organization’s name in the subject line of the email submission. The Cover Sheet MUST accompany the Application. Please DO NOT mail a hard copy of your Cover Sheet and Application.

To that email, please attach electronic PDF copies of required attachments with the Applicant Organization name *and* attachment name in the title of the document file (e.g. Organization Name IRS Letter of Determination.PDF, Organization Name Current Fiscal Year Budget.PDF, etc.). If you are unable to create electronic copies of required attachments, please enclose a cover memo (so that we can connect the document to your electronic Cover Letter and Application) and mail paper copies to:

 Attn: BFDL Cy Pres Administrator

 501 Cambridge St, 3rd Floor

 Cambridge, MA 02141

You will receive an email confirmation that your proposal is complete within 10 business days of the receipt of all required materials.

All materials, including any mailed required attachments, must be received by 11:59 p.m. Eastern Time on Friday, September 29, 2017. We cannot accept your proposal as complete until we receive all required materials.

Representatives from the BFDL Cy Pres Team may contact applicants between Monday, October 23, 2017 and Friday, November 3, 2017 with clarifying questions regarding proposals. Please ensure a contact person is available during this timeframe, as a grant recommendation may be contingent on information gathered during this call.

Please continue to the next page for the optional Cy Pres Phase II Visioning Document. This document is not a required component of your completed Proposal; however, if you choose to complete this optional visioning document, you may submit it at the same time as your proposal.

OPTIONAL ATTACHMENT: CY PRES PHASE II VISIONING DOCUMENT

*The following questionnaire IS NOT a required component of the Cy Pres Phase I Grant Proposal. If you choose to complete and submit this Visioning Document, your answers* ***will not be used******to assess your Cy Pres Phase I Grant proposal nor will they be attributed to your organization in any way in any subsequent compilations or reports.***

The intention of Cy Pres Phase I Grants is to stabilize and/or grow the capacity of nonprofit organizations that have both a historic (prior to December 31, 2012) and a current record of providing meaningful agricultural, business assistance, and/or advocacy services, including (but not limited to) assistance under *Pigford* and the Consolidated Case, for African-American farmers and/or ranchers operating in rural/non-urban areas of the United States. Lead Class Counsel expect to recommend that Cy Pres Phase I Grants address the immediate needs of eligible nonprofit organizations, and can be used for general operating or project support.

It is anticipated that Cy Pres Phase II Grants will be available to support longer-term strategies and vision of the African-American agricultural community. A convening of African-American farmers and ranchers, advocates, and their allies is anticipated to take place in early 2018 in the South. The purpose of the meeting will be to generate important, facilitated discussions about the resources needed for a thriving African-American agricultural community. It is expected that insights and information gleaned from Proposals for Cy Pres Phase I Grants and input gathered at this meeting will help to shape Cy Pres Phase II Grants funding priorities.

This Visioning Document is an invitation to help inform strategic funding priorities for Cy Pres Phase II Grants. Your responses to the following questions are invited:

1. What are the most pressing factors *keeping* **African-American farmers and ranchers** from thriving?

|  |
| --- |
| Enter Answer |

1. What are the most promising factors or opportunities *that might enable* African-American farmers and ranchers to thrive?

|  |
| --- |
| Enter Answer |

1. Describe the future you imagine for African-American farmers and ranchers.

|  |
| --- |
| Enter Answer |

1. What strategies, resources, relationships, etc., do you think could be used to make the above future a reality for African-American farmers and ranchers?

|  |
| --- |
| Enter Answer |

1. What are the most pressing factors *keeping* **your organization and nonprofit organizations** that serve African-American farmers and ranchers from thriving?

|  |
| --- |
| Enter Answer |

1. What are the most promising factors or opportunities that *might enable* your organization and others like it to thrive?

|  |
| --- |
| Enter Answer |

1. Describe the future you imagine for your organization and others like it.

|  |
| --- |
| Enter Answer |

1. What strategies, resources, relationships, etc., do you think could be used to make the above future a reality for nonprofit organizations that serve African-American farmers and ranchers?

|  |
| --- |
| Enter Answer |

If you are interested in having a representative of your organization attend the convening of African-American farmers and ranchers, advocates, and their allies, anticipated to take place in early 2018 in the South, please nominate them below. This nomination is optional.

Nominee: Enter Nominee

Organization: Enter Organization

Title/Affiliation: Enter Title/Affiliation

Contact Information:Enter Contact Information

Why is this nominee a strong candidate for participating in the convening?

|  |
| --- |
| Enter Answer |