

2017 Online Application - Cycle 2

Opportunity Fund

Executive Summary

Grant Request Name*

Character Limit: 150

Amount Sought from the Opportunity Fund

If you need to update this amount, please contact us.

Character Limit: 20

Program, Operational, or Capital Campaign?*

Are you applying to support a program, general operating expenses, or a capital campaign?

Choices

Program

General Operating Support

Capital Campaign

Summary of Request*

This is the 1-2 sentence summary you wrote in the Initial Inquiry.

Character Limit: 300

Organization

Answers to the next four questions can be downloaded from Guidestar using the "Copy Guide star Profile" button at the top of the form if your Guidestar Profile is up to date. For more information on Guidestar profiles and to start updating your profile, [click here](#).

Mission Statement*

Type your organization's mission statement here.

If you are serving as a fiscal sponsor, type "FISCAL SPONSOR" and then your organization's mission statement here.

Character Limit: 600

Year Founded*

Character Limit: 4

Total Revenue*

What was your total revenue for the last fiscal year?

Character Limit: 20

Total Expenses*

What were your total expenses for the last fiscal year?

Character Limit: 20

Financial Statements*

Please provide your most recent audited financial statements.

If you do not have an audited financial statement, please provide a statement of the most recent fiscal year's actual income and expense.

File Size Limit: 10 MB

If your organization does not have any financial statements, please contact Jake Goodman at jgoodman@theopportunityfund.org.

Fiscal Sponsor

Skip this section if you are not acting as a fiscal sponsor in this application.

Otherwise, every question in this section is mandatory.

Sponsored Organization: Name

What is the name of the organization or group being sponsored?

Character Limit: 60

Sponsored Organization: Year Founded

Character Limit: 4

Sponsored Organization: Phone Number

Character Limit: 15

Sponsored Organization: Address

Character Limit: 250

Sponsored Organization: Operating Budget

Please provide the current year's operating budget for the sponsored organization - or the most recent number available.

Character Limit: 20

Sponsored Organization: Structure

Briefly describe the organizational structure of the sponsored organization. What type of staff/member/volunteer team is in place?

Character Limit: 2000

Sponsored Organization's Chief Operating Officer/Primary Contact: Information**Prefix****Choices**

Dr.
Justice
Miss
Mr.
Mrs.
Ms.
Professor
Rabbi
The Honorable
The Reverend

First Name

Character Limit: 20

Last Name

Character Limit: 20

Job Title

Character Limit: 25

Email

Character Limit: 254

Fiscal Sponsor: Letter of Involvement

As fiscal sponsor, you must submit a letter explaining your involvement with the project and your willingness to administer any grant funds. The letter must include the "Project Name" [see above] and be dated and signed.

File Size Limit: 2 MB

Category

Funding category

Which category best fits your grant request?

This is the answer you provided in your Initial Inquiry.

Choices

Arts
Social & Economic Justice

Subcategory: Arts

If "Arts" was your primary category, which form best categorizes your work?

Leave blank if "Social & Economic Justice" was your primary category.

Choices

DANCE
 MUSIC: Classical Chamber
 MUSIC: Jazz
 MUSIC: Other
 THEATRE
 VISUAL ART
 VISUAL ART: Craft
 Other

Subcategory: Social & Economic Justice

If "Social & Economic Justice" was your primary category, which form best classifies your work?

Leave blank if "Arts" was your primary category.

Choices

CIVIL LIBERTIES
 CIVIL RIGHTS: African Americans
 CIVIL RIGHTS: LGBTQ+ people
 CIVIL RIGHTS: Other
 HUMAN RIGHTS
 REPRODUCTIVE FREEDOM
 SAFETY NET RESOURCES: Economic Aid
 SAFETY NET RESOURCES: Healthcare
 SAFETY NET RESOURCES: Social Services
 SAFETY NET RESOURCES: Tangible Aid
 SAFETY NET RESOURCES: Transportation
 Other

Multiple Categories?

Your work may intersect between multiple categories. Check all boxes that reflect a core purpose of your work, related to this request.

NOTE: No preference is given based on the number of boxes checked, if any at all.

Choices

CIVIL LIBERTIES
 CIVIL RIGHTS: African Americans (including racial equity/justice)
 CIVIL RIGHTS: LGBTQ+ people
 CIVIL RIGHTS: Other
 HUMAN RIGHTS
 REPRODUCTIVE FREEDOM
 SAFETY NET RESOURCES: Economic Independence
 SAFETY NET RESOURCES: Healthcare
 SAFETY NET RESOURCES: Social Services
 SAFETY NET RESOURCES: Tangible Aid
 SAFETY NET RESOURCES: Transportation
 DANCE
 MUSIC: Classical Chamber

MUSIC: Jazz
MUSIC: Other
THEATRE
VISUAL ART
VISUAL ART: CRAFT
Other

Purpose of Request

Start Date*

Make this date as precise as possible.

Character Limit: 10

End Date*

Make this date as precise as possible. Grant deadlines will reflect this date.

Character Limit: 10

Overview of Grant Request

This is the overview you wrote in your Initial Inquiry that explains what your organization proposes to do with this grant money, and why it is important.

If necessary, you may recycle some of this language to answer the questions below.

Character Limit: 5000

The following questions build upon those asked in the Initial Inquiry. Please go into further detail.

Goals & Outcomes of Project/Program*

If applying to support a project/program: List the goals and outcomes of the specific project/program for which you are applying, and which this grant money would support (as opposed to the overall goals/objectives of your organization).

If applying for general operating support: List the specific goals and objectives of all of your organization's primary programs.

Character Limit: 2000

Program/Project Design*

Describe the proposal's activities, strategies, staffing, partners, and timelines. Explain how this design will enable you to address the problem or need. Identify the project as a new or continuing program.

If requesting general operating support, specify how these funds would impact your current activities, strategies and staffing to achieve greater impact and/or organizational health.

Character Limit: 5000

Sustainability

If relevant, specify your plans for financing the project at the end of this grant period. List other financing sources or strategies that you are developing.

NOTE: You will have the opportunity to list current sources of funding below, in the "Project Budget" section.

Character Limit: 2500

Other relevant information?

If there is any other relevant information you'd like to share, please upload here. Optional.

File Size Limit: 6 MB

For ARTS Funding

Only fill out this section if you chose "Arts" as your primary funding category.

Skip this section if you chose "Social & Economic Justice."

Samples of Work

Type or upload one or more samples of your past work. Below, you will have the option of pasting up to 3 URLs of video, audio or visual work.

OPTIONAL: Up to two supplemental materials such as CDs, photos, books, professional stills, etc. may be mailed to our office at:

Opportunity Fund
5126 Penn Ave.
Pittsburgh, PA 15224

Character Limit: 5000 | File Size Limit: 3 MB

Link #1

OPTIONAL. If you have online links to video, audio or visual work samples, please paste them here.

Character Limit: 2000

Link #2

OPTIONAL. If you have online links to video, audio or visual work samples, please paste them here.

Character Limit: 2000

Link #3

OPTIONAL. If you have online links to video, audio or visual work samples, please paste them here.

Character Limit: 2000

For SOCIAL & ECONOMIC JUSTICE Funding

Only fill out this section if you chose "Social & Economic Justice" as your primary funding category.

Skip this section if you chose "Arts."

Problem & Need

Identify the problem to be addressed and the needs to be met by the project. What unique service(s) would the community be deprived of if you do not undertake this project? Provide supporting data.

Character Limit: 5000

Community Served

Greater Pittsburgh Community

Does your project/program primarily benefit the Greater Pittsburgh Community?

Choices

Yes

No

If so, does your project focus on any particular Pittsburgh neighborhood? Which one(s)?

NOTE: No special priority is given to any particular neighborhood. There is no penalty if your project does not focus on any particular neighborhood.

Character Limit: 100

If not, where is your primary geographic focus?*

For example: is your focus regional, national or international. Where?

Character Limit: 75

Community Served*

Please provide the demographic breakdown of who this project will serve.

Character Limit: 2000

Project Budget

Total Project Budget*

What is the total budget for this project?

NOTE: This number may likely be different than the "Amount Sought from the Opportunity Fund" question, asked above.

Character Limit: 20

Other Funding Sources for this Project

List all foundations, corporations, government agencies, individuals, and other funding sources from which assistance for the project is being sought or has already been awarded. (Please indicate secured funding with an *.)

Example: Organization Name (\$____.____)

Character Limit: 1500

Itemized Project Budget*

An itemized project budget showing total project income and expenses, indicating those being requested from the Opportunity Fund.

Please explain if there have been any large variances from previous years' budgets. (Examples: new major costs, significant increases or decreases in budgets, etc.)

Use any format you choose, as long as the information is detailed and clearly shows how the requested funds would be used. Type or upload.

Click here to view a sample template from the Common Grant Application.

Character Limit: 8000 | File Size Limit: 3 MB

Evaluation

Final evaluation reports will be required for every grant awarded. It is important to design your evaluation process at the outset, and to collect data from the beginning of the project or program.

Anticipated # of people served*

Including audience members, participants, beneficiaries of services, etc.

Character Limit: 11

How will you measure your success?*

Reflecting upon the goals and outcomes you listed above [see "Goals & Outcomes of Project/Program"], outline specific metrics you have set to measure and assess the success of this proposal.

Also, explain how you will measure *quantitative metrics* (for example, establishing a certain

number of new community-based partnerships) and *qualitative metrics* (for example, producing a play that challenges audience members to acknowledge their own implicit racism).

Character Limit: 3000

Board

Board Roster*

Please provide a board roster, including board members' professional affiliation.

Character Limit: 2000 | File Size Limit: 1 MB