



LONG BEACH LESBIAN & GAY PRIDE, INC.

2012 PRIDE GRANTS

STATEMENT OF PURPOSE

Long Beach Lesbian & Gay Pride, Inc. supports a variety of organizations that work to promote charitable activities, educational programs, and cultural arts in Long Beach and the surrounding communities. Our mission is to engage in and support bridge building activities that educate, encourage, and celebrate LGBT inclusion and pride.

GRANT RANGE	\$250 - \$5,000
APPLICATION DEADLINE	Postmarked by May 25th, 2012
CONTACT PHONE	(562) 987-9191
WEBSITE INFORMATION	www.longbeachpride.com

FUNDING PRIORITIES

Long Beach Lesbian & Gay Pride, Inc. concentrates funding in the following areas (but not limited to):

Health and Wellness

- Prevention and treatment programs that address breast and other cancers, domestic violence, substance abuse, mental health, and suicide, with an emphasis on the lesbian, gay, bisexual, and transgender (LGBT) communities.

Educational

- Materials and training programs that provide accurate and sensitive information about LGBT communities in certified educational institutions/traditional schools.
- Programs that support and/or assist in integrating LGBT students into the greater campus environment.

HIV/AIDS & STDs

- Organizations that provide direct client services, education, and prevention programs that address HIV/AIDS and STDs.

Cultural Arts

- Fine arts, performing arts, and cultural programs that creatively express and promote visibility, leadership, history, and education about and for the LGBT community.
- Cultural arts programs that encourage and celebrate LGBT inclusion and pride and that build bridges between communities.

Social and Human Services

- Educational and social services that assist, foster, and protect LGBT individuals and their families with an emphasis on youth, seniors, and the homeless.

Social Justice/Human Rights

- Programs that advocate for, educate, and assist LGBT individuals and their families regarding legal rights and/or protection against discrimination and violence.
- Coalition and alliance building efforts that promote leadership training, visibility, and political awareness.



LONG BEACH LESBIAN & GAY PRIDE, INC. GUIDELINES & FUNDING PROCESS

FUNDING GUIDELINES

To be considered for a Long Beach Lesbian & Gay Pride, Inc. grant, an applicant must:

- be a nonprofit, as determined by the IRS, or provide documentation that the organization is sponsored under a fiscal agent umbrella that has a non profit status (see IRS rules for definition of nonprofit and for complete list of designations);
 - primarily serve the community of Long Beach and/or surrounding areas;
 - have a history of effort and commitment to reach out to and serve the lesbian, gay, bisexual, and transgender communities; and,
 - if a non-secular organization, show proof that project for which funds are being requested is a secular program.
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Long Beach Lesbian & Gay Pride, Inc. grants will not fund:

- individuals;
 - fundraising events;
 - political lobbying, political candidates, or political campaigning;
 - non-secular activities or programs;
 - business or profit making ventures;
 - reimbursement requests or existing debts;
 - facsimile transmissions of proposals.
 - Projects not in line with the mission statement of LBLGP, Inc.
 - Prior Grantee's who have not completed terms of prior grant and evaluation process.
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Long Beach Lesbian & Gay Pride, Inc. grants generally do not fund:

- travel expenses;
 - capital improvements on buildings;
 - organizations operating as a not-for-profit without an IRS non profit determination status or an umbrella fiscal agent without such status.
 - organizations that do not participate in LBLGP, Inc.'s volunteer program.
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Funding Process

- Completed applications received on or prior to deadline shall be reviewed and scored by committee through June of each year
- Applicants are asked to participate in Pride Volunteer Grant Program in order to ensure eligibility and to provide themselves additional funding.
- Ineligible applicants and incomplete submissions will be notified in writing no later than August of each year.
- Grant agreements outlining the terms of the grant shall be distributed along with the award letters to grantees.
- Upon receipt of the signed grant agreement, monies shall be distributed to grantee and a representative of the grantee will be expected to attend an award presentation at the offices of LBLGP, Inc.
- Grants are to be used only for the expressed purpose described in the grant proposal and a completion memorandum shall be required by the end of the current year – or within 30 days after completion of the project, whichever is later.



LONG BEACH LESBIAN & GAY PRIDE, INC. EVALUATION & PUBLICITY

EVALUATION PROCESS

Please note, all organizations receiving funding from Long Beach Lesbian & Gay Pride, Inc. will be required to submit a completion memorandum describing how the funds were spent (expense documentation such as copies of receipts), how the program succeeded and what were the lessons learned. Completion memorandum will be not longer than 3 pages and must be received by LBLGP, Inc. within 30 days after completion of project; if project is ongoing then prior to the next funding period.

- Expense, Income/Alternative Funding documentation
 - How the program succeeded
 - Provide copies of PR, releases, etc. of your event
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PUBLICITY

Long Beach Lesbian & Gay Pride, Inc. encourages grant recipients to publicize awards through articles in organization's newsletters, press releases, flyers, electronic media and other announcements. Please contact our office for ideas and information for publicity. Please be aware, Long Beach Lesbian & Gay Pride, Inc. will use grant recipient names, images, and information in all forms in publicity releases.



LONG BEACH LESBIAN & GAY PRIDE, INC.

APPLICATION INSTRUCTIONS

ATTACHMENTS

- 1 Copy of IRS letter of determination for non profit status.
 - If using an umbrella fiscal agent, provide its IRS non profit determination letter.
 - If using an umbrella fiscal agent, provide a statement of permission from the fiscal agent on the fiscal agent's letterhead.
 - If no IRS determination, provide proof that this is not a profit-making venture.
 - 1 copy of Organizational budget.
 - 1 copy of Organizational Financial Statements (Audited preferred)
 - If requesting funding for a specific project, 8 copies of the project budget.
 - 8 copies plus 1 original of cover sheet and proposal
 - Optional attachments include: a paragraph describing key staff, their duties and/or involvement with the project; press releases, brochures and other materials that serve to describe the organization and/or its project.
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APPLICATION INSTRUCTIONS:

Including cover sheet, total proposal should not exceed 7 pages. Minimum font size 11 points.

Provide a copy of the cover sheet and a separate proposal that answers each of the following mandatory questions within the space noted.

1. Completed cover sheet.
2. Describe your specific project or operation to be funded, its mission, history, and long term goals. (1 page)
3. Describe the demographics of the population that your organization or project serves. (1/2 page)
4. How is your project in line with the statement of purpose of LBLGP, Inc. Pride Grants? (1/3 page)
5. Describe the specific problem or needs your organization intend to address with this grant. (1/2 page)
6. How does your project best fit one of our Funding Priorities listed on page 1 of this Pride Grant application? (1/2 page)
7. Describe how your organization will address the specific project problem/needs addressed in question (5). (1 page).
8. Is there a duplication of services addressing this problem/service within the community? If so, how does your organization and/or project differ from others? (1/3 page)
9. What other alternate funding sources are you currently pursuing or intend to pursue? (1/3 page)
10. In what capacity did your organization volunteer or participate in the past year's Pride Celebration? What is your intended participation in this year's Pride Celebration? (1/2 page)
11. What would be the impact if LBLGP, Inc. does not fund or only partially funds your project? (1/3 page)

Incomplete applications will not be processed. All materials submitted become property of LBLGP, Inc.

Applications Must Be Postmarked by May 25, 2012 and mailed to:

Long Beach Lesbian & Gay Pride, Inc.,
Attn: Grants & Scholarships Committee
P.O. Box 2050, Long Beach, CA 90801



LONG BEACH LESBIAN & GAY PRIDE, INC.
PROJECT BUDGET SHEET

This LBLGP, Inc. grant is not intended to fund your entire project.

	PROPOSED PROJECT (Current Fiscal Year)	LBLGP, INC. REQUEST (How grant would be used)
EXPENSES		
Salaries	\$ _____	\$ _____
Benefits and Taxes	\$ _____	\$ _____
Professional Fees	\$ _____	\$ _____
Occupancy (rent/mortgage)	\$ _____	\$ _____
Insurance	\$ _____	\$ _____
Telephone	\$ _____	\$ _____
Postage/Shipping	\$ _____	\$ _____
Copying/Printing	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Equipment (Specify)	\$ _____	\$ _____
Fundraising/Donations	\$ _____	\$ N/A
Promotion/Publicity	\$ _____	\$ _____
Proceeds from Project	\$ _____	\$ N/A
Other: _____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total Expenses	\$ _____	\$ _____
TOTAL REQUEST FROM LBLGP, INC.:		\$ _____



LONG BEACH LESBIAN & GAY PRIDE, INC.

2012 GRANT REQUEST COVER SHEET

Organization Name: _____ Date Established: _____

Mailing Address: _____

Site Address: (If different) _____

E-mail/Website Address: _____

Phone Number: _____ Fax Number: _____

Contact Person: _____ Phone # (Day): _____

Title: _____ Phone # (Alternate): _____

Alternate Contact Person: _____ Phone # _____

Best time to be reached by phone: _____

Has your organization been determined to be not for profit by the Internal Revenue Service?

Yes, organization's date of Incorporation: _____

No - year you first provided services: _____ **AND, Fiscal Sponsor's:**

Name: _____

Address: _____

Contact Person: _____ **Title:** _____

Phone #: _____ **Fax #:** _____

IRS letter of determination attached Umbrella organization letter of permission attached

*If neither, please explain: _____

Most current fiscal year's Organizational Budget: _____

8 copies of Project Budget attached. Total project budget amount: \$ _____

Amount of Grant requested (\$250 - \$5,000): \$ _____

Purpose of Grant, Summary or Abstract: _____

Percentage of proposed project serving Long Beach population: _____

Percentage serving other population: _____. Please describe: _____

Funding Priority: select only the most applicable to proposed project. See page 1 of the application for detailed descriptions (e.g.: Health & Wellness, Educational, HIV/AIDS & STD's, Cultural Arts, Social & Human Services, and Social Justice / Human Rights).

I, the undersigned, certify that the information contained in this cover sheet, the application questionnaire, and all attachments is true to the best of my knowledge. I further agree to allow LBLGP, Inc. to use the organization's name and information in publicity releases

Signed: _____ Date: _____

(Print): _____ Title: _____

(For Office Use Only)