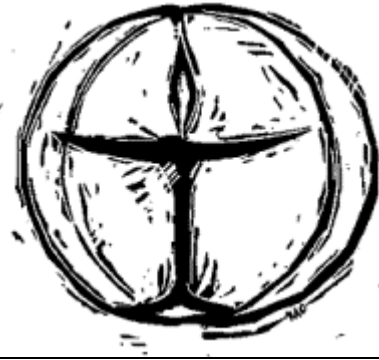


First Universalist Foundation

**Preserving the spirit of Unity
Settlement House by encouraging
the work of social justice seekers.**



HISTORY

The First Universalist Foundation was created in 1984 from an endowment fund resulting from the sale of Unity Settlement House, a neighborhood center owned by First Universalist Church since 1893. The settlement house was purchased from the church and destroyed when I-94 was built through north Minneapolis. The settlement house had been devoted to meeting the social and economic needs of the immigrant and Native American families on the near north side of the city. The Foundation strives to carry on the tradition – and add value to the social justice mission of the church – through grants from income on the endowment.

DECISION-MAKERS

The First Universalist congregation elects nine members to the First Universalist Foundation Board. These board members set priorities and strategy, solicit and review funding proposals, and make funding decisions. The Foundation has no program staff.

GIVING PRIORITIES

The Foundation will place a high priority on projects that meet the following criteria:

- Demonstrate the potential to have a significant impact on the community.
- Focus on issues relating to or advocacy for children, youth, and families.
- Have clear-cut goals, a viable plan to achieve them and a commitment to measure success.
- Focus on the Twin Cities community.

GRANT AMOUNTS

The Foundation accepts request for grants up to \$5,000. Typical grants are between \$1,500 and \$2,500.

The Foundation may target funds for special initiatives by invitation only. These grants may vary in size from our general funding pool grants.

WHO CAN APPLY?

Any project that falls within the giving priorities and has 501(c)(3) status may apply.

DEADLINES & DECISIONS

The Foundation accepts proposals at any time. Funding decisions for the general pool are normally made in November and April. Proposal must be received by September 15 to be considered in November; or by February 15 to be considered at the April meeting.

Early submission of proposals is encouraged.

HOW TO APPLY

The Foundation accepts (but does not require) the Minnesota Common Grant Application Format. If using the format please supplement it with a brief note about your relationship to First Universalist Church.

If you do not use the Common Grant Application form, your proposal should **include all the material in the following checklist with sections well marked and in the designated order.**

Submit **11 copies** of all materials except IRS determination letter and most recently completed audited financial statement.

Previous grantees must include a report on the outcomes of their prior grant with their current application to be eligible for consideration.

A proposal will be subject to consideration only after all required materials are in hand (including requested number of copies).

APPLICATION CHECKLIST

Cover Page with the following:

- Name of Organization
- Title of Project/Program
- Contact Person
- Address
- Phone/Fax/Email
- Amount of Request:
- Summary of Project (1-2 sentences)

Narrative (no more than 5 pages):

- History and Mission**
- Project Description**
Include target population, geographic area, objectives, activities, and time line.
- Evaluation**
Include previous program results, goals for this year and how you will measure the *effectiveness* of the project.
- Relationship to First Universalist** Indicate whether you have an existing relationship with the Church or its members. Are there other (non-financial) ways in which First Universalist could support your work?

Report on Previous Grant (if applicable)

- Review Goals and Objectives**
- Report on Outcomes and Evaluation** (as outlined in original proposal).

Attachments:

- Organizational Budget
- Project Budget
- Other Funding Sources for Project (indicate whether secured or projected)
- IRS Determination Letter (one copy)
- Audited Financial Statement (one copy)