



THE SOUTHERN ARIZONA AFFILIATE OF SUSAN G. KOMEN FOR THE CURE

Our Vision:
A world without breast cancer



GRANT HANDBOOK
Grant Handbook
2009-2010

Thank you for your interest in applying for a grant from the Southern Arizona Affiliate of Susan G. Komen for the Cure. At Susan G. Komen for the Cure, we know that ending breast cancer is about more than curing a medical condition – it's about overcoming the cultural, social and financial conditions that prevent women from receiving life-saving breast health care and treatment. Our grant recipients are our partners in fulfilling our promise and we look forward to the opportunity to work with your organization.

At Komen for the Cure, **our promise** is our mission – ending breast cancer forever by:

- **Empowering people** to take charge of their health care through awareness and early detection and, if diagnosed, to survive.
- **Ensuring quality of care for all**, regardless of race, ethnic background, language, income or insurance status.
- **Energizing science** to find the causes and cures of breast cancer and, ultimately, to prevent breast cancer in the first place.

Our Story: Born in a promise between two sisters -- Nancy Brinker to her sister, Susan G. Komen, who died from breast cancer at the age of 36 – our vow to end breast cancer forever has become the promise of millions. Since launching the breast cancer movement 25 years ago, we've transformed the culture – how the world talks about and treats this devastating disease and helping to turn millions of breast cancer *patients* into breast cancer *survivors*. Susan G. Komen for the Cure is the world's largest and most progressive grassroots network fighting to end breast cancer forever at every stage, from the causes to the cures and the pain and anxiety of every moment in between.

The Southern Arizona Affiliate was started in Tucson in 1999 by a group of committed breast health activists. We take our promise to empower people and ensure quality of care for all seriously, and through our grants cycle we fund community grants every year to help the underserved and uninsured in our service area as well as supporting the high profile national research program of Susan G. Komen for the Cure.

Types of Grants offered by the Southern Arizona (SAZ) Affiliate: Each year, the SAZ Affiliate has one grant-making cycle in which it accepts proposals seeking funding for breast health and breast cancer-related local projects. A Community Profile that identifies the local needs and funding priorities for this grant-making cycle guides the grant-making process. **This year, the request for proposal will be issued in early July and grant applications will be due in hand by 5:00 pm or postmarked no later than September 4, 2009.**

1. **Community Grants** – One year grants for amounts up to \$40,000 for community projects providing outreach, education, and screening and treatment support services to the medically underserved. Both emerging and established programs will be considered for funding.

2. **Treatment Grants** - One year grants for amounts up to \$175,000 to qualified organizations to manage breast cancer treatment funds for low-income, uninsured or underinsured individuals. The grant funds are for concrete assistance with immediate and measurable services that are considered standard medical practice. This would include treatment services such as surgery, radiation and chemotherapy for primary and metastatic breast cancer not to exceed \$40,000/patient, end-of-life care not supported under guidelines of hospice and professional family or marriage counseling by a licensed psychologist or psychiatrist. Treatment support services such as transportation and post-treatment care falls into the Community grant category.

3. **Small Grants** – Accepted throughout the year for requests up to \$5,000 for one-time projects and unexpected needs or expenses. Funds can cover such expenses as conference grants and travel scholarships.

Eligibility and General Restrictions

Grant-writing workshop – Please note that the grants workshop was held on June 16, 2009. The intent of the workshop was to inform the interested community on the priority areas set by the Community Profile and to provide expert instruction on the granting mechanisms, including instruction on completing the application for each of the categories. If you were unable to attend and still wish to submit an application, we ask that you email us at Grants@Komensaz.org.

Service Area – All grant applicants must be located in and/or providing services in the following counties: Cochise, Graham, Greenlee, Pima, Santa Cruz and Yuma.

Qualifying Organizations – Any US nonprofit, federally tax exempt organization may apply for a grant. Eligible organizations include nonprofit organizations, nonprofit hospitals and hospital systems, governmental entities, Indian tribes and nonprofit educational institutions.

General Restrictions

1. Only projects that focus on breast health and/or breast cancer will be considered for funding. For example, if a project focuses on both breast and cervical cancer, the request can only include the breast cancer part of the project.
2. Be sure to carefully read and follow the restrictions for indirect costs, salary support, equipment costs and professional fees.
3. All grant funding is for one year with initial fund distribution on December 1.
4. For-profit entities are not eligible for funding – no exceptions

Understanding the Grant Making Process

The grant-making process is competitive and rigorous and no applicant is ever guaranteed funding. It is important for all grant applicants to understand the process in order to submit a strong grant proposal.

Important terms used in the process

1. **Community Profile** – is a document developed by research and interviews with community organizations from a wide variety of sources that helps determine the funding priorities in our service area.

2. **Community Review Panel** – is an independent panel whose members are invited to review the incoming grant applications and determine grant awards. The panel is comprised of health care professionals, breast cancer survivors, educators, advocates, community members, representatives from other nonprofits and other types of professionals (including educators, accountants, attorneys, bankers, etc.) from our service area. Each review panel member is required to sign a confidentiality agreement and disclose all potential conflicts of interest. Any panel member that reports a conflict of interest will not be involved in reviewing, discussing or voting on approval of the application(s) from the organization(s) with whom the conflict(s) exists. Members of the Board of Directors may not serve on the Community Review Panel.

3. **Grants Committee** – is made up of members of the Board of Directors and volunteers from the community. The committee publishes the grant funding announcements, organizes and administers the grant review process, sets grant-related policies and provides oversight after grants have been awarded. Members of the grants committee must also sign confidentiality and conflict of interest statements.

4. **“Approved” Grants versus “Funded” Grants** – The Community Review Panel scores each grant and ranks them sequentially. The Board of Directors determines the amount of money available for funding the grants. The grants will be funded in the order of their ranking. “Approved” simply means that the Community Review Panel has voted to approve the grant for funding. “Funded” means money is available for the grant. It is important to note that some “approved” grants are not “funded” because the Affiliate has limited funding available. If and when additional funds become available, additional approved grants could be funded.

Brief Overview of the Grant making Process

Every two years, the Southern Arizona Affiliate prepares a Community Profile to help determine the funding priorities with the Affiliate’s service area. Applications should address the priorities identified. This year, applications must be received or postmarked by **September 4, 2009** at 5:00 pm with **NO EXCEPTIONS**.

After an application is received, it is reviewed by a member of the Grant Committee to verify that it is in compliance with the published Request for Applications. Applications that are in compliance are then forwarded to the independent Community Review Panel for scoring. The Community Review Panel then meets to discuss the applications and

the scores are tallied to determine which applications to recommend for funding. The recommended slate of applications is presented to the Board of Directors for approval. The applicants are then notified if they are approved and/or funded.

A grant contract is mailed to the funded grant recipients. After the contract is signed and returned, the Affiliate sends out the first check representing the first half of the award. Each grantee receives the second payment after the six-month progress report is received. A final report is due within forty-five days of the completion of the grant period. It is important to comply with the post-award grant requirements. Noncompliance with these requirements can affect eligibility for future funding. During the grant period, the grantees may be required to attend a meeting (board meeting, race meeting, etc) to discuss their project. A sponsorship appreciation event is held prior to the Race for the Cure event in April and all grantees are expected to send at least one representative. In addition, a representative of the program will be required at the education area on Race Day.

General Tips for Preparing a Strong Grant Application

Respect the Community Review Panel's time!

The Community Review Panel consists of a variety of volunteer community members who independently review and score the grant applications and then meet to discuss them. Clarity and brevity is appreciated.

Submit a complete application and follow the grant guidelines closely.

Each application is reviewed for compliance with the published guidelines before being given to the Community Review Panel. The grant guidelines are very specific and should be followed closely. All of the information requested is necessary for the Community Review Panel and for reporting at the local and national level. It is important to follow page limits, word/character limits and formatting guidelines. Applicants must use the forms provided for the Cover Page, Abstract, Biosketch and Budget. **Applications that are out of compliance with the published grant guidelines will either be returned to be corrected by the applicant and returned within two business days or will be removed from consideration depending on the level of noncompliance.**

Assume the Community Review Panel is not familiar with your organization.

Although the members of the Community Review Panel are active, well-informed community members, do not assume that they are familiar with your organization. Clearly explain the elements of your project, define acronyms and avoid using jargon.

DO NOT include extra information with your application

Make sure your proposal addresses the priorities established by the Affiliate.

Although all high-quality breast health and/or breast cancer proposals are considered, programs that address the funding priorities are more likely to receive funding.

Remember that funding is never guaranteed.

The Affiliate makes its funding decisions to address the most urgent needs within our service area and will most likely receive requests for funding that exceed the amount of funding available. Therefore, it is possible that some worthy projects may not be funded

during this funding cycle. The application process is rigorous and competitive. No applicant is ever guaranteed funding and organizations should not expect to receive continuing funds.

Preparing the Grant Application

Getting Started:

Please review the information about the Southern Arizona's grant-making process prior to preparing an application. We have tried to include all the information you will need to prepare an application in this handbook and on our website. Please make sure you have reviewed the information before calling or e-mailing the Affiliate office. If you do have a question that is not answered in these materials, please allow a reasonable amount of time to get an answer from our office or the Grant Chair, Jackie White, 520-260-4612 (C).

Please follow the guidelines and instructions for preparing an application.

Concept Development:

The first step in developing your grant application is developing a concept for your project. While many applicants will already have defined breast health and/or breast cancer projects, new, emerging and innovative projects are encouraged.

Here are some important questions to ask in developing the concept:

How does this project fit with the mission and philosophies of Susan G. Komen for the Cure?

How does this project fit with the funding priorities identified by the Southern Arizona Affiliate?

What does your organization want to accomplish through this project?

Does your organization have the capacity to implement and manage this project?

What processes will be developed to ensure sustainability of the program?

Is this project unique or does it duplicate other efforts? If your project is not unique, please explain why this project is needed within your community.

Should your organization include partners?

Does this project fit with your organization's mission?

Cover Page:

You must use the form provided.

Your project title will appear on all of our public material advertising the projects we fund. Therefore, please choose a project title that is descriptive yet **concise**.

Someone other than the Project Director needs to sign the cover page.

Abstract Sheet – The First Impression:

The Abstract is an important component of your application. For funded projects, the abstract is used for the following purposes:

The Southern Arizona Affiliate submits the abstract online to Susan G. Komen for the Cure National Headquarters. The online reporting tool has a 1200 **character** (not **word**) restriction for the abstract.

It is essential to develop a succinct, interesting abstract because the content of your abstract will be used to communicate the essence of your project to the National organization, individuals looking for breast health and breast cancer projects, and providers within the community. Specifically, your abstract should include a short description of your project, the service(s) you plan to provide (including numbers, if applicable), your target population, your geographic focus, the likely impact and any other relevant information. **The abstract should not exceed 1200 characters (200 words) and should be written in lay terms.**

A good abstract will be brief and concise, state the problem or need and then discuss how the organization plans to address the problem or need.

Sample Abstract (under 1200 characters and less than 200 words):

Women living in the rural communities west of the metropolitan area lack access to breast health education and screening services. Health First, a leader in improving access to health care in rural areas, in partnership with the Community Hospital, will provide breast cancer education and screening services to medically underserved women ages forty and older living in rural areas west of the metropolitan area. Health First's target population is women whose income is below 250% of poverty, over the age of forty and are uninsured, underinsured or at-risk and living in x counties. Health First will provide free screening mammograms and related follow-up services (including case management) to 150 women using the Community Hospital' mobile mammography van and will provide educational material to 400 women on the importance of early detection, breast self exam techniques and general breast health and breast cancer information through community meetings and health fairs. Bilingual staff members and translators will be available.

This is a sample – please develop an abstract that is specific to your project.

Program Description (8 Page Limit):

The narrative section of the grant application is where your organization can share the essence of the project with the Community Review Panel. A few important points to keep in mind for all projects:

Use of statistics: The Community Review Panel is familiar with national breast cancer statistics. Therefore, do not use precious space in your narrative telling the reader that one in eight women will be diagnosed with breast cancer within their lifetime or that over 41,000 people are expected to die from breast cancer during 2009. However, the use of local statistics or statistics gathered by your organization can help substantiate the need for your project and are therefore important to include when relevant. Refer to the 2009 Community Profile for information specific to your local area.

Keep the following words in mind when developing your proposal – brevity, clarity, honesty, realistic, understandable and consistent.

Specific Sections of the Narrative:

Background - Describe the organization's history, mission, and goals. Describe current programs and recent accomplishments.

Statement of Need/Problem - When describing the needs and/or problems that your project will address, your application should demonstrate a broad understanding of the situation and present specific evidence to support your organization's view and how those needs and/or problems will be addressed. This is a good place to use local statistics or those gathered by your organization to substantiate the need for your project. It is also important to tie the need/problem that your organization has identified to the funding priorities identified by the Affiliate.

It is very important to include an honest assessment of other similar programs within the service area. Ideally, the Affiliate would prefer not to fund duplicative services but we realize that some duplication will exist. When duplication does exist between your project and others, honestly discussing the duplication and how your project is unique will help the Review Panel fairly evaluate your application. If your organization does not identify and discuss other similar projects, the Review Panel might conclude that your organization is not knowledgeable about the other projects that exist and therefore is not the best organization to receive funds.

Defining the project's constituency - Organizations that target their projects to the medically underserved will, in most cases, receive higher scores from the Community Review Panel. In a general sense, medically underserved refers to people who are uninsured, underinsured, lack access to medical care or at risk. When preparing the application, be sure to specifically define your target constituency and include relevant numbers and statistics when appropriate.

Goals and Objectives - Because the Southern Arizona Affiliate is committed to measuring the impact of its funding in the community and wants your organization to be able to measure its success, the Community Review Panel places emphasis on a project's goals and objectives during the grant review process. Therefore, we encourage all grant applicants to spend time developing solid goals and objectives.

Some tips for preparing solid goals and objectives:

Choose a few key goals and objectives

Consider using **SMART** to set goals:

- **Specific:** try to be clear and concise about exactly what action is going to be taken
- **Measurable:** clearly quantify or demonstrate the action has occurred
- **Achievable:** make sure you are able to implement the action with available resources
- **Realistic:** is the planned action the most practical way to achieve the goal
- **Time-Bound:** state the time period in which each action be accomplished.

Here is a **sample** set of goals and objectives for the sample applicant, Health First.

Goal 1: Increase access to breast cancer screening for women living in the rural service area and ensure continuity of care for women in need of follow-up services

Objective 1: Provide screening mammograms to 150 medically underserved rural women, ages 40 and older, living in the rural service area using the community hospital's mobile mammography unit

Objective 2: For women in need of follow-up services, Health First will refer women to the community hospital where they can receive diagnostic services under this grant and treatment services through the community hospital's indigent care program, thus ensuring continuity of care

Goal 2: Increase awareness of breast health and breast cancer issues among rural women in the service area

Objective 1: Host 15 educational sessions in the rural service area with the intention of providing breast health information to 250 rural women

Objective 2: Participate in two health fairs targeting rural women with the intention of providing breast health information to 150 women

Goals should communicate the changes that you are going to produce through your project.

Objective should define the goals in measurable and specific terms.

The difference between Objectives and Outcomes:

Objective is defined as how the goal will be achieved for the project; for example: provide screening mammograms to 150 medically underserved women

Outcome is defined as the actual result of a project; for example: 155 medically underserved women received free screening mammograms.

All grant recipients will be required to report the outcomes for their objectives to the Affiliate in a progress report at six months and a final report at the end of the grant year.

Activities and Timetable - When preparing the timetable for the application, include important milestones for the project. Consider the Review Panel's perspective when deciding which items to include in the timetable. "Will including this item help them in evaluating this grant application?" Be sure that your timetable is realistic and coordinates with the project's goals and objectives. Describe the activities that will be conducted to accomplish the above goals and objectives. Provide a realistic, month-by-month timeline for implementing the program.

Collaboration - Describe the other organizations or entities, if any, participating in the Program.

Evaluation

- Did the project achieve its goals and objectives as measured through the outcomes?
- Did the project spend the funding in accordance with the approved grant proposal during the grant period?
- Did the project achieve success according to the terms described in the approved grant proposal?

Grantees are required to report this information to the Affiliate as part of the reporting process. Therefore, grant applicants can define success in these same ways. In many cases, going beyond these basic measures of success is important. Your application could also include other information about the evaluation techniques that will be used internally (for example, including feedback from those served through your project). When answering this question, it is important to develop measures of success that are realistic and will provide valuable information. Often, this is a weak area of proposals and an area that the review panel members think is very important.

Examples of evaluation include but are not limited to:

- Number of people served
- Results of pre- and post-tests—did your education work?
- Number of incidents of breast cancers found
- Whether or not you met your deadlines

Organizational Capacity: Describe the organization's experience serving the target population. Describe the other organizations, if any, participating in the program. Explain why your organization is best suited to carry out the program.

Sustainability: Explain how this program and its impact will be sustained long-term. What resources (financial, personnel, partnerships, etc.) will be needed to sustain this effort over time? How will those resources be secured? Applicants should demonstrate that other sources of funding would be sought and used to support this project.

Preparing the Budget: (Remember! Your application must contain the correct budget form)

The budget is one of the key pieces of the grant application. It is important that line items are very clearly explained both on the budget form and within the budget justification. Be sure to place a budget line item under the logical subheading. Overall, most of the Review Panel's questions about applications refer to information in the budget. Your organization will be expected to spend the funding in accordance with the budget if the grant is awarded. Please take the time needed to develop a clear, strong and realistic budget.

Before Submitting the Grant Application:

1. Make sure everyone involved in the project has a chance to review the application.
2. Have a good editor review the application to check for grammar and syntax mistakes as well as clarity, consistency and flow.
3. Be sure all forms are completely filled out and all questions answered.
4. Allow adequate time for signatures, copying and delivery. Make sure the correct number of copies is submitted as well as proof of nonprofit status.
5. **Applications must be RECEIVED by 5:00pm on September 4, 2009 with no exceptions.**

After Submitting the Grant Application:

1. Do not call the Affiliate to check on the status of your application.
2. After your application is reviewed for compliance, the Affiliate will send the application to the Grants Committee and they will notify the organization as to its status: compliant or noncompliant. Compliant applications will be forwarded to the Review Panel.
3. Your organization will receive a **final decision on your application by November 20, 2009.**
4. Again, please do not contact the Affiliate to inquire about your application prior to this date.

After Receiving a Grant:

1. Half of the grant funds will be awarded December 1, 2009 once the Affiliate has received a signed contract from the organization.
2. A six month progress report detailing your organization's progress on its Komen-funded project is required. After the six-month progress report is received and accepted, the second half of the grant funds will be awarded.
3. A final report is due within forty-five days of the completion of the grant.

4. Requests for any changes in the project or the use of the funds must be submitted in advance and in writing using the correct forms. "Request for Grant Change" is available on website, www.Komensaz.org.
5. Your organization may be required to host a site visit for grants committee members and board members during the grant period.
6. A representative of your organization should be available to speak at Komen related events or meetings when requested and be present at the education area on Race Day.
7. Your organization is expected to comply with all other terms set out in the Grant Contract.

Grant Management Policies

The Southern Arizona Affiliate cannot fulfill our promise to end breast cancer forever without our grantees. Therefore, the Affiliate is committed to dealing with grant applicants and grant recipients honestly, fairly and ethically. These policies have been developed to clearly set out the expectations for both the grant applicants and grant recipients.

Application Process:

1. The Southern Arizona Affiliate will issue its Request for Proposal announcement July 1, 2009 and will accept applications until 5:00pm on September 4, 2009 with no exceptions.
2. Please note that the grants workshop was held on June 16, 2009. The intent of the workshop was to inform the interested community on the priority areas set by the Community Profile and to provide expert instruction on the granting mechanisms including instruction on completing the application for each of the categories. If you were unable to attend and still wish to submit an application, we ask that you email us at Grants@Komensaz.org.
3. All previous grantees should remember that funding is never guaranteed and should not be expected from year to year.

Compliance Review:

All grant applications will be reviewed by the grant committee prior to submission to the Review Panel. Depending on the level of noncompliance, an application may be returned to an organization for correction or removed from consideration. If returned for correction, the submitting organization has 48 hours to resubmit the corrected application.

Compliance issues include but are not limited to:

- Not submitting the correct number of copies of the application
- Noncompliance with page limits or word limits

- Missing signature
- Missing proof of nonprofit status
- Numbers that do not match from form to form
- Requesting more than the maximum grant allowable amount
- Not following explicit directions
- Requesting funding for equipment, projects and personnel not related to breast health and/or breast cancer
- Requesting funding for projects outside the affiliate's service area

Grant Award and Contracts:

1. All grant applicants will be notified of the Southern Arizona Affiliate's decisions by November 20, 2009 in writing.
2. Grant Contracts will be issued to all grant recipients. After receiving an executed contract, the first half of the grant award will be issued.
3. The Grant Contract will serve as the guide between the Southern Arizona Affiliate and each of its grantees. The Affiliate expects each grantee to read and understand the provisions and requirements explained in the grant contract.

Reporting Requirements:

Each grant recipient is expected to file a six month progress report detailing the organization's progress on its Komen-funded project. The report must be filed on the correct form. After the six-month progress report is received and accepted, the organization will receive the second half of the grant award. If the grant report does not show significant progress toward project goals, the second half of the grant funds may be held until sufficient progress has been made.

Each grant recipient is expected to file a final report within forty-five days of the **completion** of the grant. The final grant report must be accompanied by the appropriate outcomes data or it will be considered incomplete.

Project Changes:

The Southern Arizona Affiliate understands that grantees may need to change their project during the grant period. In most cases, changes will be approved as grantees know their projects best and are most qualified to know when a change is necessary. **However, the Affiliate requires that all project changes be approved in advance and in writing using the correct forms.**

For project changes including a change in start date, a no-cost extension or a project change, a grantee must submit the request on the form entitled "Request for Grant Change". Form is available on website, www.Komensaz.org. The Affiliate will notify the grantee of its decision in writing within ten working days.

Budget Changes:

Budget changes need to be requested when funding is moved from one category to another or when the budget change will impact the project's progress for achievement of the original objectives. For example, if a screening grantee is moving funding from screening mammograms to diagnostic mammograms, a budget change does not need to be requested if the move will not affect achievement of the original objectives or the project's progress. However, if a grantee wants to move funding from the screening mammograms to the supplies category, a budget change request should be submitted. For a budget change, both the "Request for Grant Change" form, and the "Budget Change Request Form" must be submitted. **The form must be approved before any budget change is made.**

Unspent Funding:

As clearly stated in the grant contract, the grant period is from December 1, 2009 through November 30, 2010. For each grant cycle, each grantee should endeavor to spend all of its funding in compliance with the approved proposal by the end of the grant period.

1. If a grantee has made good progress but needs additional time to achieve its goals and exhaust its funding, the grantee can request a no-cost extension for its projects. In most cases, the extension should not exceed three months.
2. If a grantee has not made significant progress towards its goals and does not want to proceed with the project, or does not have the capacity to proceed with the project, the unspent funds should be returned within fifteen business days.
3. The Southern Arizona Affiliate will work to ensure a fair and prompt resolution for all situations that arise.
4. All unspent funds must be remitted to the Affiliate within 45 days of the expiration or early termination of the contract.

Misspent Funding:

The Affiliate can request to be reimbursed if an organization misspends its funding. In this case, the organization may be ineligible to apply for future funding without significant modification to the organization or the proposed projects.

Eligibility for Future Funding:

In almost all cases, former grantees will be considered for future funding. However, organizations that have misused Komen funding in the past, have not complied with reporting requirements, or have performed in a way that is not in keeping with Komen for the Cure's standards can be classified as ineligible for future funding (either on a temporary or permanent basis). This option will always be considered a last resort and the Southern Arizona Affiliate will work to resolve all issues with grantees before a situation escalates to this point.

Frequently Asked Questions

Does the Southern Arizona Affiliate provide ongoing funding for its grantees?

No, all grantees must reapply for funding each year. Funding from the Southern Arizona Affiliate is never guaranteed and should not be expected by any previous or potential applicants. Although many of our grantees have received a grant award for more than one grant cycle, these organizations are never guaranteed continued funding. Funding of a proposal is based on its merits.

My organization has put together a team for the Race for the Cure®. Does this mean that our organization will be reviewed more favorably?

The Southern Arizona Affiliate could fulfill our promise to end breast cancer forever without the broad support of the community. However, participating in the Race will not affect the funding decision for a grant proposal. All grant proposals are reviewed by an independent Community Review Panel that will only take the proposal and the applicants' grant history into consideration when making decisions.

Is it true that funding decisions are based on how well the Board member likes an applicant?

No, the grant-making process is independent, rigorous and competitive. An independent Community Review Panel evaluates all applicants and grants awards are made in accordance with a process that takes many factors into consideration. Board members do not determine which grants are approved for funding but only vote on funding grants as a slate approved by the Community Review Panel.

Can our organization appeal a grant decision?

No, all grant making decisions are final. After being denied, all applicant organizations are welcome to reapply for a grant during the following year's grant-making cycle.

Do we really need to follow the page limits for the application?

Absolutely! Please follow all directions – our Community Review Panel will thank you!

Our organization could do a lot with \$1,000 but the grant application is just too cumbersome to fill out for this small amount. Is there another option?

When funding is available, non profit organizations can apply for a Small Grant up to \$2,000 for one-time projects and unforeseen needs. There are no deadlines for this kind of request. Please contact the grant committee chair if your organization would like to learn more about the Small Grants.

From my experience as a service provider, there is a huge demand for the service that our organization provides but the service is not listed in the funding priorities. Can we still apply for a grant?

Yes. If your organization can define and substantiate the need and develop a strong proposal, the Review Panel may score the application well. Applications that do not address the identified funding priorities have a lower likelihood of being funded but will still be seriously considered if they meet the application requirements.

Why does the Southern Arizona Affiliate require more reporting information than other organizations?

Unlike many other organizations, we do not fund grants through endowed funds. Rather, the funds are raised by hard working volunteers through special events like the Race for the Cure®. The Southern Arizona Affiliate is able to raise these funds through the generous donations of thousands of individuals and many businesses and organizations. Because of the volunteer's and community's commitment to our mission, the Affiliate must ensure that the funds it awards through grants are used appropriately to address our urgent and important mission. We must be good stewards of the funds. The required reports help track the use of our funding so that we can report information about the impact of our funding to our supporters. Because of these same reasons, the Southern Arizona Affiliate takes the reports very seriously and expects its grantees to do the same.