



Our 2022 Humanitarian Grant Cycle will continue to focus on the high unmet COVID response and recovery needs of our local New York City communities. We welcome grant applications up to \$50,000 that address COVID vaccine access and education, mental health support, and/or food security.

RTWCF Humanitarian Grant Application

1. Applicant Information
 - a. Date of application
 - b. Contact name, position at organization, email address, phone number
 - c. Organization name, address, phone number, website address
 - d. Legal status of organization: Public school, 501(c)(3), or Other
 - e. Employer Identification Number (EIN)
 - f. Board roster
2. Project Summary
 - a. Provide a one paragraph summary of the project, what you hope to achieve, and how you would spend the grant funds.
 - b. Grant request amount
 - c. Grant timeframe (up to one year)
 - d. Select the grant focus area(s) that best describe your proposed project (check all that apply).
 - COVID vaccine access or education
 - Mental health support
 - Food security
 - Other: _____
3. Community
 - a. What are the highest unmet needs in your community or within the populations you serve? How did you determine what these high unmet needs are (survey, internal database, conversations with community members, etc.)?
 - b. Describe the population that you plan to serve and how they will benefit from this project.
 - c. How has the COVID-19 pandemic affected this population?
 - d. How is the local community engaged in the leadership of this project?
4. Organization & Leadership
 - a. Provide a brief description of the purpose and history of the organization.
 - b. What are the organization's mission and goals? How does this project contribute to your overall mission?
 - c. List the names, titles, qualifications, and experience of key personnel. What will their roles and responsibilities be for this project?
5. Project Plan
 - a. What are the key goals and objectives for this project?
 - b. Provide a timeline for the project including milestones that you plan to achieve through the implementation of this project.

- c. How will you sustain the project after the grant timeline? What is your strategy for long-term funding for the project upon completion of the proposed grant? How will you maintain impact?
 - d. What other organizations, if any, are participating in or contributing to this project?
 - e. Please explain your expected results and how you will measure the impact of your project.
 - f. Is there anything else you would like to share?
6. Attachments
- a. Detailed project budget
 - b. Most recent annual statements (audited if available)
 - c. Current operating budget
 - d. A list of other sources of actual and expected funding, including amounts (if applicable)
 - e. A copy of your current IRS determination letter indicating tax-exempt status
 - f. Any supporting data/materials showing how you determined the unmet need in your community. (optional)