



*pollinating community giving in Raleigh and inspiring new women leaders*

## **Request for Applications 2012 Small Grants**

**Introduction:** For the first time this spring the Beehive Collective will be awarding small grants of \$1,500 each to two Raleigh non-profits. There is no specific giving theme for the small grant. All non-profits working to make Raleigh a better place are eligible to apply! **We are especially interested in proposals from new organizations (less than 5 years old) or new projects being undertaken by established groups. Also, the Bees have expressed that they'd like to fund innovative ideas that could be described as "super cool and/or radical!"** If your organization offers a program that fits this description, please read on for details and consider submitting an application by our deadline on **March 5, 2012**.

**Background:** The Beehive Collective is a group of about 40 people in Raleigh – mostly women – that pool talents and resources to raise meaningful amounts of money for the causes we care about. As individuals our donations won't make a significant impact in our community, but together we can help amazing things happen! Each Bee contributes a half of one percent of their annual income to The Beehive Collective's grants program, and raises additional money through our own special brand of fun and quirky fundraising events. We are artists, lawyers, designers, bar tenders, engineers, small business owners, musicians, activists, educators, and many more who know that together we are more than the sum of our parts. We all have talent, energy and creativity to give, and we are committed to building a stronger and more just community in Raleigh while putting philanthropy within reach, nurturing emerging women leaders, and having as much fun as possible. You can find out more about how we got started, what we're up to, and how to get involved by visiting our website at [www.thebeehivecollective.org](http://www.thebeehivecollective.org). 2012 marks our fifth full fiscal year in operation.

### **Core Values:**

- **Diversity & Equal Opportunity:** The Beehive Collective is an equal opportunity group that embraces diversity and does not discriminate based on race, age, sex, gender, religion, sexual orientation, level of income or education, disability or immigration status.
- **Community Stewardship:** The Beehive Collective seeks to build a more just and sustainable community in Raleigh by connecting people to each other and to our city, promoting civic engagement and investment in local non-profits, and patronizing locally-owned and sustainable businesses.

- Leadership: The Beehive Collective works to break down barriers to leadership among young people in Raleigh, especially young women.

**Eligibility:** In order to qualify for a Beehive Collective grant, organizations must:

- Be a 501(c)3 organization or have a partner fiscal agent\*;
- request funding for a program in Raleigh that builds our community through either service work or advocacy.

\*The Beehive Collective will consider making grants for programs that are not operated by tax-exempt non-profit organizations, however such applicants must ask a tax-exempt organization to act as their fiscal agent. If the proposal is funded, the Beehive Collective will make the grant to the fiscal agent, and they will pass it through to the grantee. The applicant is still responsible for all reporting and agreements.

All applicants who meet the above requirements are eligible, **including past recipients of our large grants in our 2008, 2009, and 2010 funding cycles.**

**Grant Timeline:** The Beehive Collective is in its fifth year of grant-making. This spring, we will award two grants of \$1,500. The following is a timeline for the small grant process:

- March 5, 2012: Deadline to Submit Proposals
- Late March, 2012: Beehive members vote on applications
- Mid-April 2012: Announcement of winners
- No later than April 30, 2012: Disbursal of Funds

**Process for Selection:** From the full set of applications, the top 10 proposals will be selected by our grants committee and then posted online for voting on a site accessible only to paid Beehive members (2011 members are eligible to vote). Learn about becoming a member: [www.thebeehivecollective.org/get-involved/be-a-bee/](http://www.thebeehivecollective.org/get-involved/be-a-bee/)

**Terms of Application:** Finalist project narratives will be shared outside of the Beehive membership (via posting in our news updates, website, etc). Applicants agree to carry out the work described in their proposal. **By submitting a proposal you agree to these terms.**

**How to apply:** Complete and submit your application (instructions on next page) no later than close of business (5:00 p.m.) on **March 5, 2012**. Please submit your application by email to [grants@thebeehivecollective.org](mailto:grants@thebeehivecollective.org).

If you have any questions about the application, please contact us by email ([grants@thebeehivecollective.org](mailto:grants@thebeehivecollective.org)) or by phone at 919-444-BEEZ (2339).

## **The Beehive Collective 2012 Small Grant Application Instructions:**

Your application will consist of two separate documents submitted by email as either Microsoft Word or PDF documents

1. Applicant information
2. Project Narrative

Naming your files:

1. Name of Organization Info.doc Example: Raleigh Innovators Info.doc
2. Name of Organization Narrative.doc Example: Raleigh Innovators Narrative.doc

Use 12 point font, single spacing, and 1-inch margins

Do not include any supporting materials

Please submit your application by email to [grants@thebeehivecollective.org](mailto:grants@thebeehivecollective.org)

Subject Line to Use in Email: Name of Organization Small Grant Application  
Example Subject line: Raleigh Innovators Small Grant Application

**Applications are due by 5:00 p.m. on March 5, 2012**

**Project Narrative Requirements:** In 500 words or less, please describe your organization and how you intend to use our \$1,500 small grant to fulfill or expand the mission of your program.

Describe the need in our community that your program addresses, the specifics of what you propose to do with the funds requested from The Beehive Collective, and how that relates to the broader picture of what your organization is trying to accomplish.

Remember, innovative, “super cool and/or radical” projects are going to catch our eye—tell us the story of the great work you’re doing!

## **Document 1: Applicant Information**

Name of Organization:

Contact Person:

Email:

Mailing Address:

Physical Address:

Telephone:

Tax Exempt Status, Tax ID number, and Incorporation Date:

Current number of full-time staff:

Current number of part-time staff:

Current number of volunteers:

If applying with another tax-exempt organization as a partner or fiscal agent, please provide the name of organization, contact person, mailing address, physical address, telephone, and email.

Is anyone affiliated with your organization(s) a member of the Beehive Collective that you know of? Yes      No

If yes, please list their name(s), and their relationship(s) to your organization.

How did you hear about the Beehive Collective and this grant application?

## **Document 2: Project Narrative**

Name of Organization:

Title of Project:

Narrative: