

Pugh Family Foundation

Creating a better tomorrow through education

Capacity Building/ Advocacy Grant Application

Foundation mission, values, and strategies

Mission Statement:

The Pugh Family Foundation supports educational programs that address the root causes of poverty in Acadiana.

Values:

- Programs that create behavior change, outcome driven programs
- Innovation, new creative ideas
- Programs with scale

Strategies:

	Educational Support programs	Academic Programs	Capacity Building / Advocacy
Type of programming	~After school program ~Family based program ~Summer programs ~Mentorship	~Classroom based programs ~New classroom teaching methodology/ curriculum	~Board development ~Advocacy, policy change ~ Capital projects (new buildings) ~technical assistance
Outcomes	~ Increase of attitude to become a lifelong learner ~Increase school attendance ~Increase of character ~Strengthens families	~Increase of college readiness; being on grade level ~Increase in ability: reading and STEM ~Increase school attendance	~more effective non-profits/ school systems
Examples	~Boys and Girls Club ~ Big Brother Big Sister, ~Leader In Me ~Prime Time Reading	~Matching struggling readers with books ~United Way readers program ~Computers/ smart boards WITH programming ~ Dyslexia programs	~New buildings ~LaPESC ~Principal's Academy
Program audience	Lower social economic	All schools, for private schools new methods of teaching	Schools and non-profits
% of yearly giving	50% of giving	30% of giving	15% of giving

If you feel that your program overlaps with other strategies, choose the application that you feel is the best fit. Also feel free to contact Nan and ask.

Grant Application Capacity Building/ Advocacy

- This is our first offering capacity building/ advocacy grant. We view this grant as conversation starting point, please expect a longer time frame and follow up conversations.
- Grants will be awarded to organizations whose mission and activities align closely with the mission, values, and strategies of the Pugh Family Foundation.
- The Pugh Family Fund will grant to organizations that have multi-year programs as well as one-time grants.
- We understand this is a snapshot of your organization and program. If we have questions we will ask.

Applicant organizations must complete the following steps:

1. **Grant Application Cover Page:** Please complete the attached Cover Page and submit it with your grant application.
2. **Narrative:** Develop a narrative that describes the program which includes the following (2 pages):
 - Summary of the proposed project.
 - Why is the project important to your program/ community?
 - Is this part of a larger project?
 - Who are the key players?
 - Timeframe for project.
 - If you are asking for equipment, what model are you asking for? Why have you selected that particular model? Could another model work?
 - Other important aspects. (optional)
3. **Budget:** Submit a project budget that includes the following information (less than 2 pages):
 - Monetary amount requested
 - Budget narrative:
 - Are you seeking funding for a single year or for multiple years?
 - Is this a matching grant? If so, with whom?
 - Are you able to accept partial funding?
 - List other requests for funding both pending and approved
 - Provide a table with income sources and expenditures for the project

Grant Application Format

Grant applications must be submitted accordingly:

Applications should follow the following formatting guidelines:

Grant Application Cover Page	1 page
Narrative	2 pages
Project Budget	2 pages

Each page of the application should contain a header that lists your organization's name and the page number along with the total number of pages. For example:

Great Non-profit of Acadiana
Page 1 of 5

Grantmaking Schedule

Submit applications electronically to Nan Pugh at nanpugh@pughfamilyfoundation.org

*****EMAILED APPLICATIONS ARE REQUIRED IN ONE, WORD DOCUMENT ONLY*****. (Please do not submit Excel or PDF documents.) The subject line of the email Fall Grant Cycle 2014

All applicants will receive an email confirmation within 48 hours of submission. If an email confirmation is not received, please send a copy of the original email and the attachment to the same email address. If you have any questions or concerns, please contact Nan directly at 337.247.5527

Timeline: **Applications are due via email to Nan Pugh on Monday March 30th at noon.**

Grant Reporting Requirement

Organizations will be required to complete a 6-month and 12-month evaluation for each year of funding received. Thus, organizations who have not expended the funds within 12 months will be required to submit ongoing evaluations every 6 months.

For More Information

For more information, contact Nan Pugh at nanpugh@pughfamilyfoundation.org

Capacity Building / Advocacy Grant Application Cover Page

Organization Name:

Program Director:

Program Director Email:

Phone Number:

Board Chair:

Physical Address:

City:

State:

Zip:

Mailing Address:

City:

State:

Zip:

Funding amount requested: \$

Is your organization able to accept partial funding for this program? (Yes or No)

Is the requested funding part of a matching program? (Yes or No)

Has your Board approved this project if funding is received? (Yes or No)

Are you okay if the Pugh Family Foundation shares this grant application? (Yes or No)

What is your mission statement?

Brief summary of the proposed project (100 words):