



Emergency Grant Fund

Arizona Blind & Deaf Children's Foundation has established a small Emergency Fund for which educators and providers in the blind- and deaf-youth serving arenas may apply. Funds granted are limited to the amount available in the Foundation Emergency Fund at the time of deadline. Applicants are required to demonstrate the following:

- Need for the project
- Number of children the project will impact
- Other funding sources approached, funded and declined and reason for declination
- Impact on children if not funded
- Plan for sustainability after Emergency Funds are used
- Applicants may apply for Emergency Funds no more than twice annually (once annually for no more than two programs)

The Emergency Fund is intended to provide interim financial assistance to qualified programs whose needs are the result of unforeseen, or catastrophic circumstances, and who lack the resources to meet that situation. Each grant is awarded as one-time assistance for a specific financial emergency.

The Foundation does not consider requests for on-going financial need; emergency requests are for one-time, specific programmatic needs.

The maximum amount for Emergency Fund grant requests is \$500.

Applicants should be aware that this is a grant program, and that each application is considered on its merits within the Eligibility Criteria noted below. While we attempt to provide assistance to as many applicants as we can, the filing of an application is not, nor should it be perceived as, a guarantee of funding.

Eligibility Criteria:

To be eligible for Arizona Blind and Deaf Children's Emergency Fund grant, applicant must meet the following Eligibility Criteria:

- Serving blind, deaf, low-vision and hard-of-hearing children in the state of Arizona
- Organization has current 501(c)(3) designation, or is an educational institution certified by the State of Arizona to teach blind, deaf, low-vision and hard-of-hearing children
- Experience in providing services to blind, deaf, low-vision and hard-of-hearing youth in the four areas of giving
- The proposed project **MUST NOT** be part of a child's Individual Education Plan (IEP), nor part of a regularly scheduled school program or activity.
- Program for which emergency funds are requested must fall within one of the Foundation's four programmatic areas
- Specific goals and a well-organized plan and timeline to achieve those goals
- Specific budget line items, current cost estimates, and a clear timeline for making expenditures with Foundation funds
- A fiscally sound, balanced, program budget delineating additional means of support outside of the request to our Foundation
- An effort to collaborate with, or leverage support from, partner organizations. Please note that, in some instances, the Foundation may choose to issue a challenge grant, and award funding based on the organization's ability to meet the funding challenge within a specified amount of time.

- An evaluation plan which substantiates the benefit of the program
- Sustainability of the project after the Foundation grant funding has ended, as Emergency grants are not intended to sustain on-going programs.
- Agreement to Foundation reporting requirements.
- Agreement to Foundation publicity requirements, and demonstration of the means to provide publicity as stated

Program Areas for Emergency Fund Consideration

As with all grant-making offered by Arizona Blind & Deaf Children's Foundation, requests must demonstrably fit one of the Foundation's four identified program areas:

- *Art for Life* – innovative programs which, through the Arts, stimulate and encourage creative thinking, communication skills, problem-solving skills, and individual or cultural awareness for blind and/or deaf children.
- *Fit for Life* – programs which provide opportunities in sports and recreational activities not usually available to blind and deaf children, and programs which encourage healthy, active lifestyles, ensuring confidence, self-sufficiency, and mobility beyond the minimal levels typically expected of blind or deaf youth
- *Literacy for Life* – programs which provide access to adaptive communication tools, ways of accessing information, and which provide support for adult and/or peer mentorship in literacy, thereby reinforcing communication skills
- *Success for Life* – programs which teach independence skills, provide access to and competence in technology & career readiness

Deadlines for Emergency Fund Requests:

Depending on available funds, Arizona Blind & Deaf Children's Foundation offers two Emergency Fund grant rounds annually with 2010 deadlines as follows:

- Posted: February 1, 2010. Grant Deadline: Monday, March 1, 2010 (applications reviewed March 11, with notifications by March 15)
- Posted: September 1, 2010. Grant Deadline: Friday, October 1, 2010 (applications reviewed October 14, with notifications by October 18)

Emergency Fund Application

Requests for Emergency Funds must be submitted on the Emergency Fund Application, along with required documentation. Incomplete applications will be rejected. Arizona Blind & Deaf Children's Foundation reserves the right to request additional information or clarification from applicants.

All applications must be received as an electronic attachment no later than 5:00pm on the deadline date. Please e-mail electronic grant submissions to rita@azblinddeafchildren.org.

Reporting

If awarded Emergency Funds, successful applicants will be required to sign a Contribution Acceptance Form prior to receipt of funds. Additionally, successful applicants will be required to submit a report of how funds were used within 60 days of fund expenditure. The Foundation will request return of any funds for which there is not documentation of timely expenditure as proposed in the grantee's original submission. Finally, grant recipients will be asked to document how the Foundation was recognized for its contribution, and to provide documentation of the program for which funds were awarded.



Emergency Grant Fund – Grant Round Application

Thank you for your interest in applying for Emergency Funds from Arizona Blind & Deaf Children's Foundation. To ensure that our Grant Committee has adequate and comparable information from all applicants, please complete all sections of the form below. You may use additional space if necessary; answers to this application should not exceed 4 pages total. **All applications must be received as an electronic attachment no later than 5:00pm on the deadline date.** Please e-mail electronic grant submissions to rita@azblinddeafchildren.org.

General Information

Agency Name _____ Amount Requested _____
Program Name _____
Address _____
Grant Contact _____ Phone _____ E-mail _____
Agency Executive _____ Phone _____ E-mail _____
Agency Executive Approval Signature _____ Date _____

Section 1—Your Agency

Please state your agency's mission:

Section 2 –Your Program

Please describe the program for which you are applying for funding. What is the program's purpose, and its key activities?

Under what Foundation focus area (art, fitness, literacy, success skills) does your program fall? How does your program support the programmatic goals of the Foundation?

What is the timeline for the program? Please be specific. When will the program begin and end? What are the key benchmarks for accomplishments and when are these benchmarks expected to be completed?

Section 3 – Program Budget

Please use the format below to define key expenses for the program. Please use the Revenue section to identify key funding sources, anticipated sources, and sources which have been declined, indicating reason for declination.

Program Revenue

<i>Revenue Source</i>	<i>Amount</i>	<i>Status of Funds (awarded/amount, pending, declined)</i>	<i>If declined, why</i>
ABDCF Emergency Funds (this request)			
Total Revenue			

Program Expenses

<i>Expense Item</i>	<i>Amount</i>	<i>Explanation</i>
Program Personnel		
Program Supplies		
Program Other _____		
Program Other _____		
Program Other _____		
Administrative Costs (please explain)		
Total Expenses		

Section 4 – Emergency Need

Based on your submitted budget, please explain the nature of your emergency need.

If awarded Emergency Funds from Arizona Blind & Deaf Children's Foundation, please describe what you will do once those funds are expended, understanding an Emergency grant from the Foundation is intended to be on a one-time basis. Do you have plans in place to sustain the program, or will it end?

Section 5 – Additional Comments

Please feel free to provide additional information which you believe will be helpful to the Foundation's grant committee in making its decision.

Thank you for your application. You will be notified of your status based on the timeline noted on our website.