



THE DENVER FOUNDATION

GRANT PROPOSALS FROM:

A COLLABORATIVE AMONG MORE THAN ONE ORGANIZATION

Under limited circumstances, The Denver Foundation may consider a proposal for funding from a collaborative among two or more organizations. This is different from a grant to an agency using a fiscal sponsor. If you are seeking funding using a fiscal sponsor please see the information for organizations without a 501(c)(3).

The lead agency in an applicant collaborative will have full legal and fiduciary responsibility for how the grant funds are expended, and must be a 501(c)(3). In order to consider a request from a collaborative, the following items are required as part of the grant proposal.

The **lead 501(c)(3) applicant** organization is required to provide all the items in the Proposal Checklist in The Denver Foundation's *Community Grants Guidelines, Effective 2013*.

In addition, the collaboration is required to provide these components:

1. A Memorandum of Understanding (MOU) or letter of agreement signed by a representative of each member of the collaborative. The MOU should describe the relationship between the collaborative members, include information on the responsibilities of each member agency, and address how funds for the collaborative are administered.
2. Financial Information:
 - Budget for the program/project for which funding is being requested, for the **current** fiscal year. This budget must include *both* revenue and expenses.
 - Fiscal year-end financial statements: If the program/project for which funding is being requested was in existence in the previous fiscal year, include a Revenue & Expense report for the program/project, for that year.
3. Names and *qualifications* of key staff or employees of organizations in the collaborative who are involved in this program/project. (Do not submit job descriptions or resumes.)

If you have any questions about these requirements, please call Bill Inama, Grants Manager at The Denver Foundation, at 720-974-2600.