



# CONSTELLATION FUND

## COVID-19 Emergency Grant Application

Be sure to read these instructions prior to starting the online form; please note you will not be able to save your progress on the form, so you are highly encouraged to prepare all your responses in advance. If you have any technical difficulties submitting your concept paper, please contact: [impact@constellationfund.org](mailto:impact@constellationfund.org).

### **Eligibility:**

- Grants will only be awarded to 501(c)(3) nonprofit organizations.
- Funding will only be award to organizations working in the Twin Cities seven-county metropolitan area.
- Grant sizes will range from \$5,000 to \$10,000.
- In addition to programming costs, organizations can also apply for general operating funds to support costs related to modifying service delivery models, technology, or filling gaps from lost revenues.
- Organizations must be serving families or individuals from vulnerable populations living below 185% of the federal poverty line.

### **Application Questions:**

- **Organization Name**
- **Organization Mailing Address**
- **Point of Contact**
  - Name and title of the point of contact responsible for this application.
  - What is the best phone number to reach the point of contact?
  - What is the best email address to reach the point of contact?
- **COVID-19 Impact:** Please address the short-term implications on your organization due to the COVID-19 crisis and the anticipated long-term (3 months or more) effects on your organization.
  - [1-2 paragraphs]

- **Estimated Grant Request Amount:** What one-time, unrestricted grant amount from the Constellation Fund would help address immediate needs or challenges?
  - [A numeric value is required for this field. Please do not enter any decimals or other symbols.]
- **Grant Request Purpose:** Describe how funding would help your organization maintain services, program continuity, or serve additional people in the short-term during the COVID-19 crisis.
  - [1-2 paragraphs]
- **Attachments:** Please provide a simple budget that highlights the need for funding and list other funding sources you're received to respond to COVID-19 challenges. (Please combine multiple documents into a single PDF to upload.)
- **Attachments:** Please provide a current balance sheet and an annual budget with year to date actuals. (Please combine multiple documents into a single PDF to upload.)

This open call period begins on April 22nd and will close on May 6. Grant sizes will range from \$5,000 to \$10,000. Organizations will be notified about grant status by May 15th, 2020.