



Coffee Chat Notes

We had some great questions come through our coffee chats, please keep in mind these are specific to our Annual Grant Cycle. Here is a summary of what was brought up:

Application Questions

- **There is no spot in the application to ask for an amount of funding, how is this determined?**
Allocations to each grantee are made in each grant panel and can be based on the application's score determined from the rubric. Please note the minimum amount awarded is \$10,000.
- **Is there a limit to how often our organization can apply?**
Yes, we can only accept one application per calendar year for our Annual Grant Cycle.
- **Can organizations apply for funding in multiple fields of interest?**
At this time, organizations will need to select only one field of interest that best defines the overall general operating mission of the organization. Please note that organizations can only apply in one field of interest per calendar year.
- **Our organization could fit into possibly two or more fields of interest, how do I know which field of interest to apply for?**
The Foundation's Annual Grant Cycle provides funding for general operating support, so we advise that you write about your overall mission and a few key programs that are critical to serving the mission of your organization. Please note that community foundation staff do not participate in the decision-making process, and that Foundation staff can provide general advice on what we have seen in the past and information about the fields of interest, but the decision is ultimately that of the organization.
- **Our organization is trying to determine which field of interest to apply in, understanding we should provide a mission-based application, we are currently focused on a historical preservation project.**
The Environment and Historic Preservation field of interest is the only field of interest that provides an exception in applying for program specific requests. For example, if you are an entity that is working on preserving a historic building and that work is outside of the organization's mission, you can submit a programmatic request in this field.
- **How can "culture" in your Arts & Culture field of interest best be defined?**
Culture can be a very broad term and can mean something different to various groups of people. We define culture as providing cultural expression across diverse communities. Additionally, organizations with the overall mission of providing cultural experiences to their specific population(s) they are serving.
- **Our organization serves groups in Sandoval County, but we also serve groups outside of the ABQCF-required counties. Considering the unrestricted nature of the grant, (and we internally would use those funds only in Sandoval), would we be eligible?**
Yes, you are eligible to apply. We advise that you specify in the application that funding would only be used in one of the four counties as this would be an instance where restricted funding would apply.

- Our organization is not physically based in the four-county region; however, we offer digital services online remotely for community members that live in the four-county region, are we eligible?**

Yes, and in transparency, historically we have not seen many organizations with these services being funded compared to other organizations that provide similar services but are physically deep rooted within the four-county region. If you are a statewide entity that offers services to all, we advise that your application speaks to the work provided and its impact in these four communities.
- When inviting someone to “collaborate” on an application, does the second person create their own profile/password?**

Yes, please note in order to provide proper permissions for the person you are adding as a collaborator, you will need to also select the permissions this person will have i.e. can view, can edit, can submit etc. [Applicant tutorial on collaboration can be accessed here.](#)

General Grant Questions

- Where can I find more information about the Foundation’s grants programs?**

Information about ACF Grant programs can be found at <https://abqcf.org/grants/>.
- How do you define general operating support and unrestricted funding?**

Unrestricted funds support the overall mission of an organization and do not have a specific use required for spending.
- Where can I find the breakdown of each field of interest?**

All field of interest descriptions can be found [here](#) on our website.
- I am having technical trouble with the grant portal. Where can I get help?**

For technical issues please email grants@abqcf.org.
- Our organization is based in one of the four county areas; however, we do offer statewide programs for counties outside of the four-county region requirement. Does my organization qualify to apply for the Annual Grant Cycle?**

Yes, and we recommend that you make it very clear in your application that you provide services in the four-county region and highlight how your organization impacts communities within Bernalillo, Sandoval, Tarrant, and Valencia.
- Our organization is based outside of the four-county region, would we still be eligible to apply for the Annual Grant Cycle?**

One of the requirements of this grant program is that your work must be accessible within the four-county region of Bernalillo, Sandoval, Tarrant and Valencia. An exception can only be made to organizations that have a presence and can access the communities without them having to travel outside of said counties for services.
- When submitting reporting for the grant, is there a need to report all counties being served by our organization?**

Although not required, if you are able, it would be beneficial to track this type of information as it will help quantify your organizational impact.
- Our organization has been in existence for several years; however, we have only just obtained our 501c3 status, and are under the five-year minimum to apply. We have been in existence a while and have transitioned under our fiscal sponsorship, are we still eligible to apply?**

The primary reason for the 5-year requirement is for the fiscal management component. So yes, there are exceptions that can be made to this requirement for those who have been under fiscal sponsorship, however we ask that you please reach out to grants@abqcf.org to confirm your eligibility.

- My organization doesn't match the five-year requirement nor the four-county requirement, what should we do?**
 Although you may not be eligible for the Annual Grant Cycle, the Foundation does host other applications throughout the year that do provide statewide funding. We encourage you to sign up for upcoming grant opportunities via our newsletters and review other grant guidelines on our [grant page here](#).
- Is there someone available I can work with for help/feedback on my grant application?**
 Unfortunately, Foundation staff cannot offer feedback on the actual application itself prior to the review panel accessing them and meeting to discuss. We can offer feedback to specific questions prior and can offer feedback to the content of the application following the decision process. If you have questions regarding your application, please contact us via email at grants@abqcf.org.
- Regarding funding, is my organization competing with other fields of interest for funding or does each field of interest have its own funding? How much funding is available in each field of interest and for each grantee?**
 The minimum distribution amount for each grantee is no less than \$10,000 and can vary upwards depending on the quantity of grantees as well as what is allocated from pooled funding in regard to each field of interest. Each field of interest has its own funding available. Please keep in mind amounts available vary per field of interest and amounts listed below vary from year to year: *Animal Welfare \$100,000; Arts & Culture \$67,600; Education \$77,000; Environmental & Historic Preservation \$87,000; Health \$89,000; Human Services \$113,000; Economic Workforce and Development \$94,000*
- Does funding in the Annual Grant Cycle cover an organization's request for capital projects?**
 No, not at this time.
- If our organization applies and is granted funding, when will we find out and when will receiving the funding?**
 As panelists are responsible for reading all applications in their respective fields of interest, they are given one month prior to their panels to read and evaluate applications. After panel decisions notifications for Round 1 are May 10th and notifications for Round 2 is May 31st. Funding is distributed after agreements have been signed. Please [click here](#) for our full Annual Grant Cycle timeline.
- If we get funding, is it ok to partner with other entities?**
 Yes, funding is unrestricted, and you can partner with other entities at your discretion.
- Can nonprofits serve on panels in areas they are not applying to?**
 Yes, If you would like to be on a grant panel you can sign up [here](#) or please contact us at grants@abqcf.org.
- Can I view application questions/rubric prior to applying?**
 Yes. You can view Annual Grant questions and the rubric here at [Grant Questions and Rubric](#).