

# Fall 2021 Open Call for Proposals

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*Roundhouse Foundation*

## *General Information*

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### **ABOUT THE FALL OPEN CALL PROCESS**

Roundhouse Foundation's Fall Open Call process will only consider proposals over \$2,500 intended to support general operations of your organization, or to develop, implement or expand programming.

Preferred proposals span 12-18 months. Multi-year awards may be considered for organizations that have an established relationship with Roundhouse Foundation. Please reach out to a Foundation representative if you are interested in a multi-year opportunity.

Requested amount is not to exceed \$100,000, and Roundhouse Foundation awards the maximum in rare cases. Median awards range from \$5,000-\$20,000.

Application review takes 4-6 weeks, with funding for selected proposals typically disbursed within 2-3 weeks following the decision announcement.

### **FUNDING POLICIES**

**Organizations may submit one Open Call Proposal per year, as long as they have no other active grants with the Foundation.** Review all of Roundhouse Foundation's funding policies and FAQs at [www.RoundhouseFoundation.org/resources](http://www.RoundhouseFoundation.org/resources).

### **FISCAL SPONSORSHIP**

**If you are a fiscal agent applying on behalf of multiple organizations or projects,** please communicate with a Roundhouse Foundation representative prior to applying.

**If you are an organization without 501(c)3 status represented by a fiscal sponsor or other qualifying agent,** please be sure to include applicable information for the fiscal agency representing your organization as requested in the application. Roundhouse Foundation may contact your fiscal sponsor to provide additional documentation and to confirm application authorization.

### **ACCESSIBILITY**

We seek to make our application system accessible. For applicants who prefer to submit answers as video or audio files, please include a link to the file in the text area provided under "Supporting Documents and Additional Information."

## Proposal Name\*

*Character Limit: 100*

## Proposal Summary\*

Please provide a brief summary of the proposal.

*Character Limit: 550*

## Focus Area\*

**Please identify which of Roundhouse Foundation's focus areas your proposal is most closely aligned.** Roundhouse Foundation focuses our work in and across four areas that are fundamental to thriving rural communities – Arts & Culture (including Historic Preservation), Environmental Stewardship (including Sustainable Agriculture), Social Services and Education. We understand the interconnections of these focus areas and value opportunities that work at their intersections. For tracking purposes, please select just one focus area.

### Choices

Arts & Culture  
Education  
Environmental Stewardship  
Social Services

## Proposal Contact\*

Does the proposal contact differ from the person completing this application?

### Choices

Yes  
No

**If 'yes' is noted above, please enter the proposal contact's information below.**

List the following:

Name  
Organization/Department  
Phone Number  
Email Address

*Character Limit: 500*

## Organization Information

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### Fiscal Sponsorship\*

Is your organization an IRS-designated 501(c)3, a government entity (including school districts) or a Tribal government?

### Choices

Yes

No

Please answer the following questions with information for your organization.

### Organization Type\*

*Note: After submitting this application, you may be contacted to provide additional documentation to demonstrate proof of tax exempt status.*

#### Choices

Public Charity [501(c)(3)]

Government Entity

Tribal Government

Fiscally-Sponsored Organization

### Mission & Vision\*

Please include your organization's mission and vision statement(s), if developed. Otherwise, briefly describe the purpose of your organization.

*Character Limit: 1000*

### Commitment to Diversity & Equity\*

Please share your organization's commitment to diversity and equity. If you have a DEI statement, include it here.

*Character Limit: 1000*

### Board of Directors/Governing Body\*

Upload a list of your Board of Directors or Governing Committee. List should include names, roles and terms.

*File Size Limit: 3 MB*

### Organization Annual Budget\*

Upload an annual budget for your organization.

*File Size Limit: 2 MB*

## *Fiscal Sponsor Information*

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### Fiscal Sponsor Organization\*

Provide the name of the organization sponsoring your group.

*Character Limit: 250*

### Fiscal Sponsor Organization Type\*

*Note: After submitting this application, you may be contacted to provide additional documentation to demonstrate proof of tax exempt status.*

### Choices

- Public Charity [501(c)(3)]
- Government Entity
- Tribal Government

### Fiscal Sponsor Contact Information\*

Please provide contact information for a representative from your fiscal sponsor. List the following:

- Name
- Organization/Department
- Phone Number
- Email Address

*Character Limit: 2000*

### Fiscal Sponsorship Agreement\*

Upload a signed copy of the agreement between your group and your fiscal sponsor.

*File Size Limit: 2 MB*

### Fiscal Sponsor Mission & Vision\*

Please include your fiscal sponsor's mission and vision statement(s).

*Character Limit: 2000*

### Fiscal Sponsor Governing Body\*

Upload a list of your fiscal sponsor's Board of Directors or other governing body.

*File Size Limit: 2 MB*

### Fiscal Sponsor Organizational Budget\*

Upload your fiscal sponsor's annual budget.

*File Size Limit: 2 MB*

## Project Details

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### Amount Requested\*

*Character Limit: 20*

### Total Project Budget\*

*Character Limit: 20*

### Detailed Project Budget\*

Please upload an itemized project budget here. Budget should reflect both real and anticipated income and expenses.

*File Size Limit: 3 MB*

## Supporting Funders\*

Roundhouse Foundation does not favor funding total project budgets. Please list other confirmed partners for this proposal (suggested 3-5 partners).

*Character Limit: 250*

## Project Start Date\*

*Character Limit: 10*

## Project End Date

If project is ongoing, please leave this question blank.

*Character Limit: 10*

## Detailed Project Description

**Include a detailed project description, including any community partnerships related to this project.**

*Roundhouse Foundation values providing a quick turnaround on proposals in order to efficiently support the work of our project partners. We appreciate brevity in your responses, but if more space is needed, please click "Upload a file" to attach a Word document or PDF.*

**\*\*This question is required. The uploading of additional information is optional.\*\***

*Character Limit: 5000 | File Size Limit: 2 MB*

## Project Goals and Measurement

**What are the goals for this proposal? What is the plan to achieve these goals? What are the anticipated community benefits upon completion of this proposal?**

**In other words, please define your specific project goals, including planned outputs (activities, services, materials, etc.) as well as anticipated outcomes (impact, results, etc.). Describe any tools, methods, and/or strategies that you will use to measure outcomes.**

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**\*\*This question is required. The uploading of additional information is optional.\*\***

*Character Limit: 5000 | File Size Limit: 2 MB*

## Community Need and Population Served

**What community need does this proposal address? How does this proposal serve community members with different lived experiences? If applicable, please provide the demographic breakdown of who this proposal will serve, including number of participants, age range, race/ethnicity, and socioeconomic status.**

The data collected will serve multiple purposes: to help us understand how our granting reflects the communities we serve, to equip our staff, advisors and Trustees with critical data to better serve the needs of our communities, and to track our progress with our grantees and communities.

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**\*\*This question is required. The uploading of additional information is optional.\*\***

*Character Limit: 5000 | File Size Limit: 2 MB*

### Geographic Area Served\*

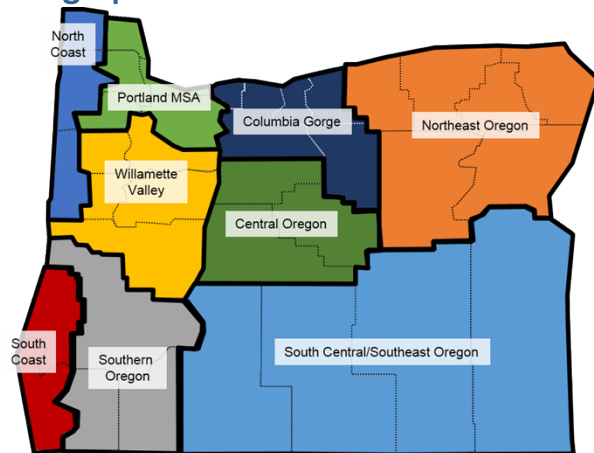


Image courtesy of Oregon Office of Economic

### Analysis

**Please select all that apply. If 'Other,' please answer below with the location that will experience the most impact.**

#### Choices

- Central Oregon (Crook, Deschutes, Jefferson Counties)
- Columbia Gorge (Hood River, Gilliam, Sherman, Wasco, Wheeler Counties)
- North Coast (Clatsop, Lincoln, Tillamook Counties)
- Northeast Oregon (Baker, Grant, Morrow, Umatilla, Union, Wallowa Counties)
- Portland Metro Area (Clackamas, Columbia, Multnomah, Washington, Yamhill Counties)
- South Central/Southeast (Harney, Klamath, Lake, Malheur Counties)
- South Coast (Coos, Curry Counties)
- Southern Oregon (Jackson, Josephine, Douglas Counties)
- Willamette Valley (Benton, Lane, Linn, Marion, Polk Counties)
- Statewide (Oregon)
- Other

## If 'other' location is noted above, please describe where your project will have its most impact.

We support rural Oregon communities, including tribal communities. All proposals, regardless of an applicant's location, must have a clear and compelling benefit to rural Oregon.

*Character Limit: 250*

## Supporting Documents and Additional Information

If you have other information to support your application, please describe in the text box below and/or compile it into one document and upload it here.

If you would like to tell the story of your proposal in an audio or video format, please include a **link to the file** in the text box below.

*Character Limit: 2500 | File Size Limit: 4 MB*

## Authorized Signature

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**Important!** By entering data into the following field calling for insertion of your Name, Title, and Date, you are:

- (1) representing that you are an officer or other agent for the Applicant duly authorized to enter into legally binding agreements on behalf of the Applicant.
- (2) agreeing to submit this grant application in an electronic form on behalf of the Applicant which shall be bound by its contents as an electronic transaction.
- (3) agreeing that you provided true, accurate, current and complete information.
- (4) agreeing that your insertion of data into these following fields constitutes an electronic signature.

## Name, Position Title, Date\*

*Character Limit: 250*

## Applicant Feedback (Optional)

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The following questions seek applicant feedback that will assist us in evaluating the effectiveness of our new online application process. We encourage you to be as honest as possible. Answers provided in this section will not affect your organization's chances of being awarded a grant through the Roundhouse Foundation. We appreciate your time and feedback.

## Application Time

How long did it take you to collect the information requested and complete this application?

### Choices

Under 3 Hours

3 - 6 Hours

More than 6 hours

### Application Reflection

If any questions or sections proved particularly challenging/time-consuming, please specify which one(s) and why.

*Character Limit: 250*

### Process Improvement

What can we do to make our application process easier for your organization?

*Character Limit: 250*

### Additional Comments

If you have any additional ideas for how Roundhouse can support applicants with the grant application and reporting process, please share them below.

*Character Limit: 250*

### Post-Selection Follow-Up

If you would prefer to be contacted to provide feedback following the grant evaluation and selection process, please select the appropriate option below.

#### Choices

I wish to be contacted following the selection process to provide process feedback.

**Thank you. We greatly appreciate your time and constructive feedback.**