COVID-19 Crisis Response Grant Guidelines & Instructions

The James Graham Brown Foundation (JGBF) has established a grant opportunity in response to the COVID-19 pandemic that will support requests requiring immediate action. The grants can be for crisis response funds, grants to organizations, or in support of collaborative efforts. These Crisis Response Grants will serve to meet the following needs:

**Critical Support:** Emergency funds to provide direct services to impacted populations. These organizations are addressing frontline needs and are experiencing a demonstrable surge in demand due to the pandemic that could be met with an immediate infusion of funds.

**Relief Support:** Funding for continuity of operations to cover increased expenses and/or decreased revenue due to policies such as public health action taken to get through and end the COVID-19 crisis.

Immediate priorities include:
- Providing support to crisis response funds and organizations addressing the health and economic impacts of the COVID-19 pandemic.
- Distributing safety net dollars that will ensure the survival of nonprofit organizations, with a significant focus on the city of Louisville and the Eastern Kentucky region.
- Building resiliency of grantees and partners to preserve the progress of long-term investments in JGBF’s strategic focus areas of Education & Workforce and Community & Economic Prosperity.

Grants made will typically be urgent in nature and amounts will fall in the $15,000-$50,000 range. Other amounts may be considered on a case-by-case basis.

**Clarifications**

**We will consider:**
- General operating support
- Relief-related capacity building or programmatic requests
- Funds for convening with the purpose of creating efficiencies, collaborating on emergency response, resource sharing, etc.
- Grantees advocating for public policy
- Debt reduction that will help pay down debt incurred during the crisis
- Bridge funding to help meet needs while other financial resources are pending arrival
- Note: Organizations with an open JGBF grant will not be restricted from applying for additional crisis funds. Receipt of Crisis Response Funds will not impact future funding.

**At this time, we do not/will not fund:**
- Capital and construction campaigns not serving pandemic-related needs
- Performing arts
- Requests from religious organizations for religious purposes (including theological seminaries)
- Individuals
- Political entities
- Fundraising events
- Individual public and private Pre-K-12 schools
- Organizations or efforts outside Kentucky
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In order to streamline our application and review process, JGBF will use our Concept Submission Form (LINK) as the application for COVID-19 Crisis Response Grants.

The “Detailed Project Description” field will serve as the narrative for your request. Be sure to address the following questions in your application (limit of 600 words):

- **Project Title:** Please use this field to identify your proposal as a “COVID-19 CRISIS RESPONSE GRANT”.
- Please describe the scope of the need or problem you are addressing.
- Explain why this request is urgent and requires immediate consideration.
- Briefly address the population that your organization serves and how the pandemic has impacted services or address the impacts of the crisis on your organization’s operations.
- Explain how the funds will be used. If your request is for general operating support, please make that clear.
- Briefly identify other public or private funding sources you are pursuing. Please describe any gaps your request is attempting to fill (e.g. addressing a need not covered/eligible for stimulus funds).

Additional information can be attached in a separate document.

**Proposal Deadline, Review Process and Notification**

Applications will be reviewed weekly and on a rolling basis. Funding decisions will be communicated by email. A program officer will contact you if additional information is required. Your proposal will either be:

- Funded immediately
- Denied immediately
- Held for additional consideration. Proposals will be held for a maximum of four weeks, at which point they will either be funded or denied.

*Revised April 2020*