

## **ADVENTURES FOR THE MIND (AFM) FOUNDATION GRANT APPLICATION GUIDELINES 2022**

The Adventures for the Mind (AFM) Foundation is focused on the advancement of women and girls educationally, financially, and socially around the world. AFM Foundation provides funds to organizations that address key women's issues such as economic and environmental justice, health, civic and political participation, education and training, and social change that meet the needs of women and girls in local countries and communities. AFM Foundation is the charitable arm of the Belizean Grove.

### **Criteria for Application:**

- Only applications from organizations or institutions whose focus and mission include the betterment of women and girls will be considered for funding.
- Applications will be accepted from current Belizean Grove Members in good standing.
- Each Grover may submit only one application per funding period.
- The AFM Foundation may also fund projects that are affiliated with a Belizean Grove Global Guest if the projects meet the criteria.

### **Awards:**

- Grantees are eligible for grants ranging from \$3,000 - \$15,000. The final amount of an award is determined by the AFM Foundation Board of Directors.
- Grantees are eligible to apply and receive a grant for up to three (3) consecutive years.

### **Application Guidelines:**

- All organizations must submit electronically via email to [afm@belizeangrove.org](mailto:afm@belizeangrove.org) a COMPLETED Grant Nomination Form AND a proposal document that answers the questions listed below and any other optional materials to be considered for a grant. **Incomplete applications will be returned without review.**
- Access to the Grant Nomination Form and these guidelines can be found on the AFM Foundation webpage at <https://belizeangrove.org/adventures-for-the-mind/> or by emailing [afm@belizeangrove.org](mailto:afm@belizeangrove.org).
- Criteria to be addressed in your proposal document are:
  1. Your organization's mission and how it aligns with the AFM key issues – in 100 words or less.
  2. Name and description of the program or project for which you are applying for an AFM grant– in 200 words or less, including a clear articulation of how the program or project provides betterment for women and/or girls as stipulated above.
  3. Population served in the program or project – in 25 words or less.
  4. Total number of women/girls served in the program or project.
  5. Percent of your project targeting women/girls. It must be at least 75%.
  6. Detailed program budget explaining how grant monies will be used, including for example cost for staff, materials, travel, office space, etc. Preference will be given to programs that can be fully funded under this grant request.
  7. Outline with timetable for expected outcomes, deliverables and metrics, that would be submitted to AFM in a Progress Report within a year after receipt of the grant.
  8. Audited financial statements and/or equivalent financial statements indicating the organization's financial situation. For US entities, the most current IRS filing Form 990 tax return will be accepted.

9. Letter of recommendation from a Belizean Grove member, in good standing, detailing how they are connected and why they recommend this organization for an AFM grant.

The AFM Foundation reserves the right to request additional information to evaluate the application.

**Optional Application Information:**

- Additional videos, pictures, binders, brochures or multi-media, in digitized form.

**Reporting Requirements:**

- All organizations that receive a grant from AFM Foundation must submit a Progress Report outlining overall program progress and accomplishments within a year from receipt of the grant.
- All reports should be emailed to [afm@belizeangrove.org](mailto:afm@belizeangrove.org) at the appropriate time. For more information, please email questions to [afm@belizeangrove.org](mailto:afm@belizeangrove.org).
- These progress reports are required for an organization to be considered for another grant.

Progress reports will include:

- Number of people served or yet to be served
- Number and percent served that are women or girls
- Money spent and how
- Outcomes/impact – see #7 above.
- Any obstacles encountered

**Process:**

- Completed applications should be submitted via email to [afm@belizeangrove.org](mailto:afm@belizeangrove.org); hard-copy applications will not be considered.
- AFM will affirm receipt of the applications and keep you informed of our process and timing of decisions.
- Note that not every application submitted will result in funding.