

# Arbor Brothers 2019 Grant Application Frequently Asked Questions

(Revised 6.6.19)

## General Questions

1. I have completed my application, but I'm not sure how to save it as a PDF. What should I do?

*[This link](#) describes eight ways to save the file as a PDF. You can also simply print the application and then scan it into a single PDF file.*

2. Can I call or meet with you before the deadline to discuss my application?

*Due to expected volume, we are not able to accept applicant phone calls or meeting requests. After thoroughly consulting this FAQ document, feel free to email questions to Jess Cabral. Responses are generally provided within two business days.*

## Eligibility Questions

1. My organization does not yet have its 501(c)(3) determination, but I do have a fiscal sponsor. What information do you need from my fiscal sponsor?

*The only thing we need from your fiscal sponsor is a copy of its IRS determination letter.*

2. Can you define the NY tri-state area and your funding region?

*Our funding region is New York, New Jersey, and Connecticut. Because we spend so much time working face-to-face with grantees, we typically only fund organizations that are within a two-hour drive of New York City.*

3. Are replications of national programs eligible to apply?

*Yes, with the following caveat: Because the consulting portion of our grants is central to the impact we seek, we aim to partner with management teams that have ability to make decisions around fundamental aspects of the local organization. Some local sites of national programs have very little flexibility in this area and some have lots of flexibility. If yours is an organization with little flexibility, your application may be less competitive.*

4. My organization is 15 years old but otherwise fits your characteristics of second-stage. Are we eligible to apply?

*Yes, with the following caveat: While we consider the second-stage to encompass a range of organizations, we are generally more focused on younger nonprofits. This is because we believe we can be most helpful to organizations that are still experimenting with their model or are at a true inflection point in their growth. For context, while we have funded organizations as old as 19 years old, the average age of organization at time of initial funding is 5 years old.*

5. While my organization has existed for 40 years we have new leadership and are taking the organization in new directions. Are we eligible to apply?

*Yes, with the following caveat: As with the situation above, a strong case would need to be made that management is actively seeking a partner to help pivot the organization / get to the next level.*

6. My organization is local and has a total budget >\$2.5M, but operates a number of programs that function independently and have separate budgets which are smaller than \$2.5M. Can we apply on behalf of one of these specific programs?

*We only accept applications from organizations whose total local budget is less than \$2.5 million (excepting schools). Since the work we do is “whole-org” based, we don’t have experience or expertise working with small parts of large local organizations.*

7. My organization is a local replication of a national organization. Our local budget is less than \$2.5M, but our national budget rolls up to more than \$2.5M. Are we eligible to apply?

*Yes, subject to the caveats for replications outlined in question #3.*

### **Application Questions**

1. What should I do with those highlighted lines that say “FY \_\_\_, ending \_\_\_?”

*Please put each fiscal year (e.g. FY18) and the exact date of your fiscal year end (e.g. 9/30/18).*

2. I have a decent sense of the numbers you’re seeking but I’m not 100% sure of all them. What should I do?

*If you have exact numbers, please include them. If you have only a strong estimate, that is fine. All the numbers can be tightened and confirmed in later rounds.*

3. My organization is only one year old. How should I answer the questions related to the prior two fiscal years?

*If this is your first or second year of operation, write “N/A” where necessary.*

4. How do you define “low-income”?

*Since there is no perfect measure of “low-income” (or poverty for that matter) we’re not interested in exact numbers here. Instead, we’re seeking a realistic picture of the participants you serve. With that in mind, some people use the [federal poverty guidelines](#), others use free/reduced lunch percentages, and others use self-reporting measures. Again, approximate percentages are okay for the written application.*

5. How do you distinguish between core participants and ancillary participants?

*Some organizations serve multiple groups of participants, serving some groups more deeply than others. The core participants are those that you serve deeply. If you only have one group of participants, then consider them all to be core.*

*Said another way: core participants are those whose outcomes you hold yourselves accountable. Ancillary participants are those who you work with but whose outcomes are either not tracked or on whom you feel you have only a minor impact.*

*For example, Row New York serves 3,000 people every year. 220 people participate in its 6-day-per-week academics and crew program over the course of 12 months. Those are the core participants. The remaining 2,780 people participate anywhere between 1-time rowing lesson to 2-week summer session. Those are ancillary participants.*

6. Does the dosage question refer to past operations or current operations? For example, my organization is only 2 years old, but I’m building a 5-year program. How should I answer the question about dosage?

*The dosage questions refer to current operations. For the example above, if participants are two years in to a 5-year program, then for the “# of years they participate” question, list “5.”*

7. In the application, III.A.3.iv asks about program results. Can you share an example of how we might formulate our response?

*Example excerpt: If you are a college access program who helps students starting in High School get to and through college, you might share... ‘We measure student retention during the duration of our 4-year HS program, on-time HS graduation rates, college acceptance rates, college matriculation rates within 6 months of HS graduation and on-time college graduation rates. We have engaged 1,000 high school students over the last five years. During that time, of students who started our program in 9<sup>th</sup> grade:*

- *90% of students graduated HS on-time and were accepted into college (90% of 1,000 students = 900 students)*
- *80% of those who were accepted into college matriculated within 6 months of graduation (80% of 900 students = 720 students)*

- *80% of those who matriculated into college within 6 months are on-track to graduate from college within 5 years (80% of 720 students = 580 students)*
- *Our hope is that in our next program year we can improve these yields from 90%/80%/80% to 95%/85%/85%.*