



2022 Request for Proposals – Invitation Only

The Fund for New Citizens in The New York Community Trust invites renewal grant proposals from 2021 grantees. Applicants may ask for funds to continue a project from 2021, or for a new project. Funding will be competitive, and decisions will be based on whether:

1. The applicant made progress toward the goals identified in their original 2021 proposal to the Fund; and
2. The applicant proposes an advocacy and community education project that addresses pressing issues facing its community.

About the Fund for New Citizens

The Fund for New Citizens is committed to helping immigrant-led nonprofits advocate for pro-immigrant policies. Since it was started in 1987, the Fund has awarded more than \$25 million in grants to help local immigrants and the organizations that work on their behalf.

The Biden administration has promised to create immigration policies that are fair, humane, and welcoming, but has been slow to make changes. At the same time, years of escalating immigration enforcement have generated fear and anxiety among local residents, and left many even more vulnerable to exploitation. Of pressing concern, immigrant communities continue to disproportionately suffer the effects of the COVID-19 pandemic. In the face of these challenges, the City's immigrant communities have won tremendous victories at the City, State, and federal level, from the \$2.1 billion Fund for Excluded Workers to a new path to citizenship for many Liberian nationals.

This year, the Fund is inviting 2021 grantees to submit proposals for advocacy and community education projects that address the most pressing immigration issues facing their communities. Electronic copies of proposals are due to The Trust's grants portal by **11:59 pm on Thursday, May 19, 2022**.

Grants will range from \$50,000 to \$70,000 for one year of funding. Applicants may allocate up to \$20,000 toward technical assistance activities to strengthen organizational infrastructure and address administrative challenges.

Application Requirements

Proposals must focus on advocacy and community education efforts to benefit immigrant New Yorkers, such as:

- Policy advocacy at the local, state or federal levels;
- Community organizing;
- Know-your-rights training and community outreach; and
- Advocacy and community education to meet the needs of communities responding to health concerns, bigotry, or economic needs linked to the COVID-19 pandemic.

Submission Materials

Your application must include the following:

1. A project narrative (please limit to five single-spaced pages and use a 12-point font) that includes:
 - a) a brief summary of your progress toward accomplishing the expected results in your current grant (please see your 2021 grant letter for a bulleted list of those deliverables);
 - b) your organization's mission;
 - c) the ethnic and geographic groups that you serve, the particular challenges your constituents face, and how you are helping to address those challenges;
 - d) your goal for the project and the specific activities you will take to meet that goal;
 - e) a list of 3-6 project deliverables that you plan to complete during the proposed grant period (groups that propose to use a portion of the grant for capacity-building should provide at least one activity tied to that work); and
 - f) the names of any consultants you plan to work with.
2. A project budget, including expenses (such as staff salaries and other organizational costs) and sources of revenue (such as the names of other foundation, government, and corporate funders and the amount you expect to receive from each of them). Please specify whether grants are committed or pending. The project budget should also include the amount, if any, (no more than \$20,000) that you will spend on capacity-building.
3. A list of the members of the board of directors, including years with the organization.
4. Your 2021 actual income and expense statement and year-end balance sheet and 2022 projected organizational budget, including revenue and expenses.

Submission Process

1. Assemble and merge items **1 to 4** from the Submission Materials section into a single PDF of no more than 25 MB in size, and name it in the following format: “*Applicant Organization Name.pdf*”.
2. Complete a Proposal Cover Sheet for the [Fund for New Citizens 2022 RFP](#) (make sure it says Fund for New Citizens at the top of the page) on The Trust’s grants portal.
3. Because you will need to submit the proposal and the Proposal Cover Sheet together, we recommend making sure your proposal (items 1 to 4 in the Submission Materials section) are in a single PDF prior to starting the Proposal Cover Sheet. You will know you have been successful in submitting both when after uploading the document you see “You have successfully uploaded your PDF” on your screen.
4. Once uploaded, check the certification box at the end and click submit. You will get an email confirming the proposal has been received. This email will include—as a PDF attachment—the Proposal Cover Sheet you just completed. The email will be sent to the email address entered in the “Information about Person Completing this Form” field on the Proposal Cover Sheet.
5. Please note that The Trust’s communications about the result of your submission will be by email, whether notification of a decline or grant. Please add noreply@nycommunitytrust.org to your address book so important communications do not get caught in spam filters.

You must submit your application to the Grants Portal between **9:00 am ET on Friday, April 1, 2022 and 11:59 pm ET on Thursday, May 19, 2022.**

Please email Eve Stotland at eas@nyct-cfi.org with any questions. Grant awards will be announced in fall 2022.