

2024 Call for Proposals

Community Reinvestment Grant Program

THE GRANT

archimania recognizes the innovation stemming from dedicated individuals across the city whose mission-driven work brings change, hope and inspiration to the people of Memphis. To honor those non-profits and further support their impact, we are offering financial and pro-bono grant opportunities to qualified non-profits. Organizations may apply in the current grant cycle for financial grants in the form of cash requests to support activities outlined below. The next Pro-bono Grant cycle will be in 2025.

ELIGIBILITY

Non-profit organizations must be based in Memphis and registered with the state of Tennessee as a 501(c)3 or 501(c)6. The applicant must be the direct administrator of the program or project being submitted. A grant period of up to two years is allowed. All activities outlined in awarded grants must occur within that two-year time frame. Grants must address one or more of the following areas: equity, diversity, inclusion, and/or sustainability through design. We are particularly excited about seeing projects small in scale and high in impact.

Our firm advocates for a culture of equity, diversity and inclusion to create a better environment for all. The Community Reinvestment Grant Program will not support activities or organizations that are in opposition to these values.

GRANT GUIDELINES

Financial Grants must address one or more of the following areas: equity, diversity, inclusion, and/or sustainability through design. This may include:

- underwriting special programming
- training
- renovation/repair/enhancements

Financial grants may not be used for:

- travel
- meals
- rentals

GRANT AMOUNTS

Non-profits may request up to \$5,000 for financial grants. The Grant Review Committee may submit a list of questions to the submitter, or schedule interviews, before making award selections.

GRANT ISSUANCE

The cycle in which grant funding must be used will be considered on an individual basis based on the proposed program and determined by the Grant Review Committee, though not to exceed two years.

GRANT SUBMISSION MATERIALS

All proposals must be submitted in a single pdf not to exceed 20MB. There are no page requirements. The proposal must include the following:

- a one-page letter on the organization's letterhead providing an overview of the grant request including **projected impact** if the grant is awarded
- contact information for the primary point of contact (the primary must also be the individual who will serve as grant administrator for the organization)
- description of submitting organization including mission and history
- organizational chart including board and staff
- proof of active 501(c)3 or 501(c)6 registration with the state of Tennessee
- additional information on the program/project for which support is being requested

- if applicable, program/project budget outlining other funds required outside of grant
- schedule for program/project for which support is being requested
- letter of support by the President or Vice-President of the Board of Directors
- additional letters of support, optional

SUBMISSION DEADLINE

Proposals must be received by May 31, 2024 to be considered in this upcoming cycle. Grants awardees will be notified by June 28, 2024.

SUBMITTING

Submit proposals to Heather Koury, Hon. AIA, Community Reinvestment Grant Program Coordinator at hkoury@archimania.com by May 31, 2024. All proposals must be submitted as a single pdf (not to exceed 20MB) and include all of the required Grant Submission Materials outlined above. Proposals missing required information will not be considered.

QUESTIONS

Please submit all grant questions via email only to hkoury@archimania.com.