



APPLICATION GUIDELINES

Deadline: 11:59 p.m. July 29, 2021, to
michelle@piquacommunityfoundation.org

The Piqua Community Foundation is proud to unveil its new special project for March 2022! Pitch Piqua is a charitable grant pitch competition with a \$50,000 top prize for nonprofit organizations with a project benefiting Piqua!

Applications — simple narratives describing the project idea and the community need it meets — are accepted in the summer before the event. Ideas are developed as a partnership between each of the three finalist organizations selected and The Foundation in the months leading up to the public event. Finalists work with Foundation staff on project scope, budgeting, capacity-building and storytelling presentation skills through this time.

The finalists then present their concepts at a community event on the first Thursday of March to a panel of judges who will decide the same day which organization wins the \$50,000 award for its presented project. The other two finalist organizations will each be awarded a \$5,000 unrestricted award. All finalists will also be eligible for pass-through designated donations made by community members.

Pitch Piqua is an ultra-local grant competition that promotes local philanthropy and supports our community's nonprofit sector! Read below for all of the details on how to apply.

Project requirements

- The project must have demonstrated impact on the residents of Piqua, Ohio, and be executed by a qualifying charitable organization.
- The \$50,000 grant award can represent between 50% and 100% of the project's total startup costs. There is no match requirement for this grant award. Organizations may include up to 15% administrative and 10% contingency costs built into the total project budget. The successful organization is responsible for project sustainability costs.
- The project must be ready to launch within six months of a successful grant award.

Nonprofit commitments

The applicant organization will:

- Commit to attending the meeting dates set out in project application materials.
- Actively participate in training activities outlined in the calendar of events attachment.
- Execute the presented idea within six months of award of successful grant award.
- Allow The Foundation to track and publicize the successful project's progress.
- Agree to have the organization's executive director (or equivalent) involved in the pitch process from start to finish. The director does not have to be the organization's pitch presenter but must be available and engaged on all dates outlined below.

Note: Applicants must provide documentation verifying the organization's 501(c)(3) or equivalent tax-exempt status and sign an agreement with these requirements if selected as a Pitch Piqua finalist.



APPLICATION GUIDELINES

Deadline: 11:59 p.m. July 29, 2021, to
michelle@piquacommunityfoundation.org

To apply, complete a one- to two-page narrative including the following details:

- Name, phone number(s) and email address of primary organizational contact person
- Name, mission and federal ID # of charitable organization
- Names and titles of executive director (or equivalent) and other key organization representatives involved in the project
- Description of the community need this project addresses as well as data or other evidence that supports the identified need
- Description of the proposed project and how it fulfills the identified need
- Estimate of the project's total startup costs
- Explanation of how the project may be sustained after startup costs
- (Optional but helpful) Draft startup and sustainability budget for the project

Note: Write to an audience who may not be familiar with your project or your organization. Be concise but provide ample detail for reviewers to fully understand the project's scope, cost and impact.

Applications are accepted in Microsoft Word or PDF format by email to michelle@piquacommunityfoundation.org through 11:59 p.m. Thursday, July 29, 2021.

Judging criteria

- 30% Impact on Piqua residents
- 20% Evidence of a demonstrated community need
- 20% Readiness for launch
- 20% Sustainability of project
- 10% Quality of presentation

Mark your calendar now

Organizations' executive directors and other desired representatives must be available:

- Between 10 a.m. and 3 p.m. Tuesday, August 31, 2021, for interviews if selected as a semi-finalist. Interview times will be assigned the week preceding. The three finalists selected following the interviews will be notified in early September.
- For trainings and meetings between October 2021 and March 2022, the dates and times of which will be collaboratively decided upon after finalists are named.
- From noon to 7:30 p.m. Thursday, March 3, 2022, for the Pitch Piqua public event.

We ask that you keep your project concept limited to your organization and key partners. Finalists' concepts will be unveiled publicly at the Pitch Piqua event, after you have fully developed your ideas alongside Foundation staff.

Questions should be directed to The Foundation at michelle@piquacommunityfoundation.org or 937.615.9080. We look forward to learning about your project!



CALENDAR OF EVENTS

For applicant and
finalist organizations

9:30 to 11 a.m. June 24, 2021

Pitch Piqua overview webinar for potential applicants

11:59 p.m. July 29, 2021

Deadline to submit application to michelle@piquacommunityfoundation.org

10 a.m. to 3 p.m. August 31, 2021

Applicants must be available for interviews if selected as a semi-finalist – interview times will be assigned the week preceding

Early September 2021

Finalists notified of status and asked to return required documentation

Mid-September 2021

Finalists announced publicly

Early October 2021*

Orientation meeting with Foundation staff and board members

November 15, 2021

Deadline to complete Fundamentals of Project Management course, offered through Philanthropy University

Early December 2021*

Project management lessons learned and project elements review meeting

January 15, 2022

Deadline to complete Storytelling for Impact course, offered through Philanthropy University

Mid-January 2022*

Storytelling lessons learned and project pitch and slide preparation meeting

Late February 2022*

Final pitch review and event prep individual meetings

February 25, 2022

Final slide decks due to The Piqua Community Foundation

Noon to 7:30 p.m. March 3, 2022

Available for Pitch Piqua public event

By March 31, 2022

Checks distributed and follow-up activities outlined, including grant reporting within one year

*Dates and times to be collaboratively decided among Foundation staff and finalist organization representatives