



AIDS Service Foundation of Greater Kansas City Community Grants Program Request for Proposal

I. AIDS Service Foundation (ASF) Mission

The mission of the Corporation shall be to assist in funding organizations which provide food, shelter, medical care and other services to diverse communities dealing with HIV/AIDS, their families and friends and which promote public education about HIV infection. The mission will be accomplished by awarding grants to not-for-profit organizations, which serve specialized needs of the diversity of communities in dealing with HIV/AIDS.

II. AIDS Service Foundation Community Grants Program

A. Funding Priorities

The AIDS Service Foundation will award grants to not-for-profit organizations which serve specialized needs of the community in dealing with HIV/AIDS. We seek proposals from organizations providing innovative, direct-service projects including, but not limited to, education, prevention, advocate intervention and day-to-day support.

B. Eligibility

Any interested not-for-profit organization with a 501(c) (3) IRS status is eligible to apply to the AIDS Service Foundation Community Grants Program.

The mission of the Applicant organization should match the goals of the AIDS Service Foundation mission. The Applicant agency must demonstrate an ability to carry out the project.

Funding for this period is limited to qualified organizations in the five (5) county Kansas City metropolitan area, including Jackson, Clay and Platte Counties in Missouri and Johnson and Wyandotte Counties in Kansas.

C. Application Process

This year's schedule for the Grants Program follows:

- a. To be considered, four (4) copies of the Grant Application, with any attachments, **must be postmarked or emailed by June 25, 2010, at the latest**. Send the application to the AIDS Service Foundation, PO Box 32192, Kansas City, MO 64171. Electronic submittals will not be accepted unless agreed upon by the AIDS Service Foundation.
- b. Notice of receipt of the proposal will be sent to the contact email address on the application within one week.
- c. Each proposal will be screened to determine eligibility.
- d. The Grants Committee will review each eligible proposal and make final award decisions.
- e. Announcement of the awards will be made in July 2010 and distributed at the AIDS Service Foundation annual meeting in July 2010.

D. Grant Amounts

Historically, the AIDS Service Foundation has awarded grants in amounts ranging from \$250 to \$10,000.

E. Application Format

The attached Grant Application Form must be completed and signed. The application should be submitted with the organization's IRS tax-exempt ruling letter. Optional attachments are detailed on the Grant Application Form.

F. Evaluation

Grant recipients will be expected to make a written report describing their use of the grant funds to the ASF at the completion of the project or by December 31, 2009, whichever date is earlier.

G. Contact

For questions about this Request for Application, please contact Claire Fitzsimmons, cfitzsimmons@kc.rr.com. Should you need additional information, or wish an electronic copy of the Grant Application form via email, please contact Claire Fitzsimmons at the email address above. Additionally, the application form can found at the Foundation's website – www.asfkc.org/grants.

III. Terms and Conditions

A. Confidentiality and Ownership

All responses must be submitted in the format requested in this document and in the Grant Application. All responses submitted become the property of the AIDS Service Foundation. The AIDS Service Foundation may make changes to the responses or require additional information if clarification is needed.

Applicants will not publicly announce or disclose participation in this application process, or advertise or release any publicity regarding this application or the fact that the aforesaid discussion are taking place or the nature of such discussions.

B. No Agreement

This Request for Application is not an agreement or a guarantee. Applicants receive no rights whatsoever as a result of their response. The AIDS Service Foundation may accept other responses, accept or reject any response, in whole or in part, or reject all responses, with or without notice or reasons. If no response is accepted, the AIDS Service Foundation may abandon the grant process. In addition, the AIDS Service Foundation may add Applicants at any time.

Applicant's response to this application does not grant Applicant any rights of ownership, licenses or any other intellectual property rights in any materials provided to Applicant by the AIDS Service Foundation as part of this application.

The AIDS Service Foundation reserves the right to pursue a grant on a local or regional basis. The AIDS Service Foundation also reserves the right to award no grant during the process.

C. Cost and Expenses

Any expenses incurred by the AIDS Service Foundation or by Applicant, as a result of this application, will be paid by the party incurring the expense. The AIDS Service Foundation will not reimburse any of Applicant's costs.

D. Amendments

The AIDS Service Foundation may make changes to this application or timeline or request additional information on the Applicant's response if clarification is needed.

E. Compliance

Acceptance of the provisions contained throughout this application is a necessary condition to submitting an application. If the Applicant disagrees with these conditions, it should indicate its non-compliance in written form at submittal. A non-compliant applicant may be rejected unless the reason for non-compliance is explicitly and subsequently accepted by the AIDS Service Foundation under no obligation or discretion.