2024 Cycle 1 Online

Opportunity Fund

Please Note: Only some of the sections below will be visible when you fill out the LOI, based on your responses.

Eligibility & Mission

If you have any questions or challenges with this application, please email Tiffany at twilhelm@theopportunityfund.org.

Mission Statement*

Type your organization's mission statement here.
If you are serving as a fiscal sponsor, type "FISCAL SPONSOR" and then your organization's mission statement here.

Character Limit: 1000

Eligibility*

The Opportunity Fund can only fund organizations with 501(c)(3) status and governmental entities.

Choices

Applicant is a 501(c)(3) organization.
Applicant is an entity with a 501(c)(3) fiscal
sponsor. Applicant is a governmental entity.
Entity operates within a university, health system, or other large institution.

NOTE: The following section will be visible if it is relevant to your proposal.

For Fiscally Sponsored Requests

Click here for **more information on best practices for fiscal sponsorship.**

Sponsored Group: Name

What is the name of the organization or group being sponsored?

Character Limit: 150

Sponsored Group: Mission
Character Limit: 1000

Sponsored Group: Website
Character Limit: 2000

Sponsored Group: Address
Character Limit: 250

Fee for Fiscal Sponsorship
Percentage fee the fiscal sponsor organization charges for services.

Character Limit: 20

Sponsored Group's Primary Contact Information

Sponsored Group Contact: First Name
Character Limit: 75

Sponsored Group Contact: Last Name
Character Limit: 75

Sponsored Group Contact: Job Title
Character Limit: 75

Sponsored Group Contact: Email
Character Limit: 254

Sponsored Group: Phone Number
Character Limit: 125

NOTE: The following section will be visible if it is relevant to your proposal.

For Entities Within Larger Institutions

Entity Within Larger Institution*
Please provide context to help us understand how this center, department, program, initiative, etc. operates within the larger institution (such as a university or health

system).

- What type of resources does the larger institution provide for your work? (for example, staff salaries)
- What benefits does your work gain from being associated with the larger institution?
- What percentage of this grant would go to the larger entity?

Character Limit: 2500

NOTE: The following section will be visible to all applicants.

Grant Request Basic Information

Grant Request Name*
Please provide a brief name for the grant request.
If requesting general operating support, write "General Operating Support." Fiscal sponsors, please write the name of the sponsored group.
Character Limit: 150

Summary of Request*
Provide a 1-2 sentence summary of the proposed request. Please begin the summary statement with "To support..."
Character Limit: 450

Amount Sought from the Opportunity Fund*
Character Limit: 20

Type of Support*
Is this a request to support a program/project, general operating, or capital support?

Definitions:
- General Operating Support: unrestricted funding that can be used flexibly to support any of an organization's costs to fulfill its mission (rather than supporting a specific project or program).
- Program/Project Support: funding to support all or part of a specific program or

project.
- Capital Campaign: funds specifically for the purpose of purchasing, renovating, or construction of facilities.

NOTES: (1) Presently, the Opportunity Fund prefers to receive requests for general operating support. (2) The Opportunity Fund support for capital campaigns is rare. Please talk to us before choosing that type of support.

Choices
General Operating Support
Program/Project Support
Capital Campaign

Funding category*
Which category best fits the grant request?
We understand and respect that many projects/programs/organizations straddle both arts and justice. In this instance, please choose one as primary.

Choices
Arts
Social & Economic Justice

Subcategory: Arts
If "Arts" is the primary category, which subcategory best describes the work?

Leave blank if "Social & Economic Justice" is the primary category.

Choices
DANCE
MUSIC: Classical Chamber
MUSIC: Jazz
MUSIC: Other
THEATRE
VISUAL ART: Craft
VISUAL ART: Other
MULTIDISCIPLINARY
Other

Subcategory: Social & Economic Justice
If "Social & Economic Justice" is the primary category, which subcategory best describes the work?

Leave blank if "Arts" is the primary category.

Choices

BLACK-LED MOVEMENT WORK
CIVIL LIBERTIES
CIVIL RIGHTS
HUMAN RIGHTS
REPRODUCTIVE FREEDOM
SAFETY NET RESOURCES: Economic Independence
SAFETY NET RESOURCES: Healthcare
SAFETY NET RESOURCES: Housing
SAFETY NET RESOURCES: Social Services
SAFETY NET RESOURCES: Tangible Aid
SAFETY NET RESOURCES: Transportation
Other

Multiple Categories

The work may intersect between multiple categories. Check all boxes that reflect a core purpose of the work, related to this request. *NOTE: No special preference is given based on the number of boxes checked, if any at all.*

Choices

BLACK-LED MOVEMENT WORK
CIVIL LIBERTIES
CIVIL RIGHTS
HUMAN RIGHTS
REPRODUCTIVE FREEDOM
SAFETY NET RESOURCES: Economic Independence
SAFETY NET RESOURCES: Healthcare
SAFETY NET RESOURCES: Housing
SAFETY NET RESOURCES: Social Services
SAFETY NET RESOURCES: Tangible Aid
SAFETY NET RESOURCES: Transportation
DANCE
MUSIC: Classical Chamber
MUSIC: Jazz
MUSIC: Other
THEATRE
VISUAL ART: CRAFT
VISUAL ART: Other
MULTIDISCIPLINARY
Other

Greater Pittsburgh Community*

Does the request primarily benefit the greater Pittsburgh community (Allegheny County and surrounding areas)?

Choices

Yes or No

Tips for request dates:

For Project/Program Requests: We recommend that program/project requests have a start date after the award notification date for this cycle.

Start Date*

At this point, the start date can be an estimate.

Character Limit: 10

End Date*

At this point, the end date can be an estimate. NOTE: The final report will be due 30 days after this date.

Character Limit: 10

Previous Final Report*

NOTE: Opportunity Fund requires that previous reports are completed before, or with, a new LOI submission. Please email twilhelm@theopportunity.org if you have any questions.

Do you have a final report due, or due soon, that you would like to complete within this LOI?

Choices

Yes
No
I have completed (or will complete) the report separately

Narrative Questions Format*

Would you prefer to complete the narrative questions for this LOI via written text or video?

Choices

Written Text
Video

NOTE: The following section will be visible if you chose Yes to the Final Report question above.

Final Report for Previous Grantees

Notes:

- Final report information submitted here will only be visible to Opportunity Fund staff. It will not be visible to the community panelists that support our grant review process.

- You are also welcome to attach a report that you submitted to another funder in lieu of writing responses in this section. Report attachments can be added under "Additional Information?" below.

Self-Reflection

Referring to your previous application, where did your project/program/organization meet, surpass, or miss the mark of your Goals and Assessment? Include any specific achievements, setbacks, and lessons learned.

Character Limit: 5000

Financial summary

Attach an income and expense report for the program/project, OR if this was a general operating support grant, provide an income and expense report for the fiscal year in which grant was received. (In accounting language, this is sometimes called a 'Statement of Activities' or a 'Profit and Loss Statement').

If your budget varied significantly from the budget originally shared in your application, please explain.

Character Limit: 1500 | File Size Limit: 3 MB

Additional Information?

OPTIONAL: If you would like to share any other information, please do so here. If relevant, you could also share a link (to an article, a review, a photo album, etc.) or upload a file here.

You are also welcome to attach a report that you submitted to another funder.

Character Limit: 1500 | File Size Limit: 5 MB

NOTE: The following section will be visible if you chose "Written Text" for "Narrative Questions Format" above.

Grant Request Narratives

Please note: Some narrative questions below have recommended character counts, but the space allows for more characters if needed.

Overview of Grant Request*

Share a brief snapshot of your organization. If applying for program/project support, also include a snapshot of your program/project. What do you want to do (or continue to do) with the help of these funds, and why do you do it?

NOTE: This is an overview. If invited to the full application, there will be an opportunity to provide more detail.

Recommended Character Count: up to 1,500

Character Limit: 3000

Context/Background Information

(Optional) Share any background information about the organization or group that would provide relevant context as we learn about this specific request, at this specific time.

Recommended Character Count: up to 1,500

Character Limit: 3000

Goals*

Please share the goals (i.e. a list of statements of what you wish to accomplish).

If applying for general operating support: List the current goals for the organization's primary programs, or the organizational goals.

If applying to support a project/program: List the goals of the specific project/program that this grant would support (as opposed to the overall goals of the organization).

Recommended Character Count: up to 1,500

Character Limit: 3000

OPTIONAL: Anything Else?

Is there anything else that you wish we had asked or anything essential that you would like to share at this time?

Please note, if invited to submit a full application, you will have the opportunity to share additional details that expand on what you have submitted in this LOI.

Recommended Character Count: up to 1500

Character Limit: 3000

NOTE: The following section will be visible if you chose "Video" for "Narrative Questions Format" above.

Grant Request Narratives Via Video

LOI Video Link

Create a 2 - 3 minute video on your device of choice that answers the following:

Share a brief snapshot of your organization. If applying for program/project support, also include a snapshot of your program/project. What do you want to do (or continue to do) with the help of these funds, and why do you do it?

Share a link to your short video below by uploading it to YouTube, Google Docs, Zoom, etc. If your organization already has a short overview video, you are welcome to share a link to that instead of creating a new one.

Please note: This video does not need to be professional. It would be nice to see you (natural light is good). We do need to hear you, so please minimize background noise. Speak as if you are talking to a friend who doesn't know about your work. Brief is better. Contact us if you have questions - yshipman@theopportunityfund.org and twilhelm@theopportunityfund.org.

Need some tips for creating your video? Click here.

Character Limit: 1000