

PCC Community Grant

Application

Innovation. Creativity. Community. Co-op.

Nearly a half-century ago, a PCC member had the bold idea of saving neighborhood open space and transforming it into a shared community garden that would enrich lives for generations to come. With support from PCC, what became the citywide P-Patch program nourished neighbors in ways even beyond nutrition. It helped define Seattle as a visionary city – one with a collaborative culture that's capable of transformational change.

Giving back to our community has been an essential ingredient in our co-op's vision. Through our grants, we support work that will create fundamental improvements in people's lives and work toward an equitable and sustainable future.

Over the decades we've supported programs and projects including

- Funding farms and community gardens in the urban and rural BIPOC community
- Local habitat restoration, like critical marine habitat protection
- Scientific research in underfunded fields
- Assisting low-income entrepreneurs with building their business
- Food and nutrition access for our neighbors

We recognize that in order to make change we must forge a path forward, together. PCC's community grants aim to support small and mid-sized nonprofit organizations that have missions, programs and projects focused on systemic impact tied to our community. These grants are up to \$4,000 each in two categories, Social Action and Environmental Stewardship.

Through our Social Action grants, we aim to provide funding for programs and projects that are advancing our communities with diversity, equity and inclusion through the lens of food and community building. Through our Environmental Stewardship grants, we aim to provide funding for programs and projects stewarding the health of our local environment.

We look forward to learning more about your proposal so we can help you reach your organization's vision.

COMMUNITY GRANT PROPOSAL REQUIREMENTS

In order to fairly evaluate Social Action and Environmental Stewardship Community Grant proposals, all submissions should follow the requirements as stated below:

APPLICANT ELIGIBILITY

- Requests must be made formally using the online application.
- Organizations must hold a current tax-exempt status under section 501(c)(3). *Nonprofit organizations must be able to provide their nonprofit status via their EIN number. PCC confirms nonprofit status using GuideStar and similar services.
- Organizations must submit their W-9 during time of grant submittal.
- Our Community Grant program aims to diversify our grants, and will provide funding to any given organization, once every 3 years.
- Individuals are ineligible to apply.
- PCC does not fund organizations that discriminate on the basis of race, color, national or ethnic origin, ancestry, age, religion, disability, medical condition, sex or gender (including pregnancy), gender identity and/or expression, sexual orientation, marital status, military or veteran status, or any other characteristic protected under applicable federal, state or local law.
- PCC will consider up to 2 proposals per organization per year.

GRANTS MAY NOT BE USED FOR:

- Political or religious purposes or programs
- Lobbying activities
- General operating or marketing expenses
- Endowment funds
- Scholarships
- Advertising
- Fundraising events
- Multi-year projects
- Proposals that do not address systemic change in the areas of social action or environmental stewardship

GRANT SIZE

PCC requests that proposals have objectives with realistically achievable outcomes with a modest level of funding. Grants are available up to a maximum of \$4,000.

COMMUNITY GRANTS TIMELINE

- Submitting: Grant proposals can be submitted from July 1 through July 31.
- Assessment: Proposals will be assessed from August 1 through August 31.
- Contact: Awarded applicants will be contacted by mid-September.
- Final reporting: June, following year.

PROPOSALS

It is important that the objectives of the project or program are clear, well-structured and succinct. Please demonstrate why your project is necessary, present measurable outcomes and explain specifically what you hope to accomplish.

Proposals must:

- Include a clear rationale for the project or program
- Demonstrate a significant need for the proposed project
- Include a projected budget and potential impact that the grant would support
- Include a clear connection between the organization and program or project and PCC Community Markets' mission

- Organizations must indicate which category of the PCC Community Grant they are applying funding from: social action or environmental stewardship.

HOW TO APPLY

1. Complete the grant form and proposal narrative questions.
2. Submit your application and required attachments via the online form.

APPLICATION REVIEW & EVALUATION

Grant applications will be evaluated on the following criteria

1. Goal: Presents clear objectives demonstrating the impact that the program or project will provide for the community and how the path of work is connected to food systems.
2. Community value: Demonstrates the conceptual adequacy of the program or project and community needs.
3. Feasibility: Presents a well-justified and detailed budget appropriate to carrying out the project or program's objectives; can include showing any matching funds applied for or already secured. Demonstrates strong organizational standing.
4. Co-op community: Exemplifies the spirit of community and the PCC Community Grant, inspiring community involvement, collaboration, teamwork and elevating diversity.

FINAL REPORTING REQUIREMENTS

Grant recipients are required to provide a report documenting the completion of the project by June succeeding the dispersal of the grant funding. The report will analyze whether the original project objectives were met, not the success or failure of a project.

The report should contain the following:

- Details on how the money was spent: actual cost of the project vs. original budget.
- Any formal evaluation data.
- Project challenges and successes from the organization's perspective.
- Photographs and/or video documentation.

Final reports should be delivered to grants@pccmarkets.com. Please include "Attn: PCC Community Grant (your organization's name)– Final Report" in the subject line.

Application Questions

Nonprofit Information

Date of application			
Name of organization		Legal name of organization, if different	EIN, 501(c)(3) status only
Address		City, State, Zip	
Phone		Website	Annual budget
Name of contact person	Title	Phone	Email

Proposal Summary

Please indicate which area of funding you are seeking, either **environmental stewardship** or **social action**.

What are the dates of the project (if applicable)?

When does your organization's fiscal year end?

Is an employee of PCC involved in your organization? If so, please list name(s) and level of involvement.

Project Budget

Total amount requested (\$)
Amount funded by applicant or other funders (can include \$, in-kind, and/or labor)
Total project budget (\$)
If there are other funders, please list the names of corporations and/or foundations from which you are requesting funds and the requested dollar amount(s). Please also indicate which sources are committed and which are pending."

Authorization

Name of board member or leadership staff
Signature

Proposal Narrative

Please respond to these questions in the web-based form. Please note, that responses will have character limits in the answer field.

1. Share your organization's story with us:

- a. Organization's origins. *Ex, when did it start and why? How has it changed over time?*
- b. Organization's mission. *Ex, what is your organizations mission statement? Goals?*
- c. Organization's work. *Ex, what are the current programs and projects of your organization? What have you accomplished in the past that you would like to tell us about?*
- d. How do you incorporate diversity, equity, and inclusion into the management and operations of your organization?
- e. How are the communities in which your organization serves involved with your organization? *Ex: Does your organization have community in the organization's leadership?*

2. Tell us about your project or program:

- a. Project details
 - i. What, exactly, is the project or program? Include scope.
 - ii. Who will be carrying out the bulk of the work on the project or program? What experience or qualifications do they have that will help to make the project or program successful?
 - iii. What is the timeline for the project or program?
 - iv. How do you see your project or program benefiting the community?
 - v. How will you incorporate diversity, equity and inclusion into your project or program?
 - vi. In an ideal state, how would this project or program look in the future?
- b. Background and goals
 - i. What societal or environmental issue initiated this project or program? What societal or environmental gaps has your organization noticed that your organization is aiming to fix?
 - ii. What are your organization's goals for the project or program? How will these goals address the societal or environmental issue?
 - iii. What role will the PCC Community Grant play in the success of this project or program, if approved?
 - iv. Does your organization anticipate any obstacles or difficulties in your operations in the year ahead that would impact this project or program? If applicable, please include how the PCC Community Grant will bring about solutions to these challenges.
- c. Organization's project or program evaluation and outcomes
 - i. How will you evaluate the success of the project or program?
 - ii. Who will do the evaluation?
 - iii. Through which communication avenues do you plan on reporting back to PCC? (photos, email, report, video?)

Required Attachments:

Before submitting your application online, please make sure to have all documents ready.

Project

1. Overview of project or program budget.

Finances

2. Copy of IRS Form W-9.
3. If available, most recent 990 tax return and annual report.

Terms

By submitting this grant application, the grant applicant agrees that if the applicant receives a grant, PCC has permission to use, publish in any media now or hereafter created and share the grant amount and information about the organization, this project, program and/or event for promotional purposes.

By submitting your proposal, the applicant grants to PCC a royalty-free, irrevocable license to conduct on-site video and photo shoots and interviews, and to create, edit, use and reproduce such materials, including individual likenesses, names, voices for promotion of PCC's cooperative, services, stores, programs and values in all media now and hereafter developed, including but not limited to printed materials, in-store signage, newsletters, website broadcast and social media channels.

The applicant further agrees that, as to any photos provided by the applicant to PCC for use:

- The copyrights for such photos belong to the applicant or the applicant has an unrestricted right to use and sublicense such photos to PCC
- The applicant has consents from any individuals featured in any such photos to allow the use and sublicense of the photos for promotional purposes
- The applicant grants PCC a royalty-free license to use, publish, edit and copy such photos for promotional use by PCC in any media now or hereafter created

Additionally, by submitting this application, The undersigned certifies that he/she is an authorized representative of the organization who is authorized to agree to these terms.

Have questions about the process? Email grants@pccmarkets.com

Applications must be submitted by July 31