

# SIKH SPIRIT FOUNDATION

The Sikh Spirit Foundation's primary purpose is to advance the state of the global Sikh community. The Foundation supports innovation and progress in Sikh issues, from education and human rights to social development and healthcare. Funds are allocated with the intention to stimulate maximum impact and growth.

Project proposals may receive funding from a minimum of \$500 to a maximum of \$25,000. Each proposal should be confined to a single project, although applicants are welcome to submit multiple project proposals.

In order to qualify for a grant from the Sikh Spirit Foundation, prospective partners – whether individuals or organizations – must demonstrate a commitment to charitable enterprise. First-time grant applicants are strongly encouraged to submit a letter of inquiry to [info@sikhspiritfoundation.org](mailto:info@sikhspiritfoundation.org).

Proposals will be evaluated based on the following criteria: depth and breadth of community impact, innovation, management and demonstration of project execution capabilities, and track record of applicant.

Projects dealing with education will receive top priority. An 11-member board will review and discuss all proposals prior to making any decisions.

The Board reviews grant proposals twice a year – June and October. For this reason, the Sikh Spirit Foundation observes two cycles. In order to be considered in June, all applicants must submit their proposals by June 1. Applicants aiming for a decision in October should submit their proposals by September 1.

In addition to proof of 501(c)(3) status, please include the following documentation:

## **Cover Letter**

### *Applicant Information*

- Name
- Contact person and title
- Email address
- Web URL
- Telephone number
- Mailing address

### *Proposal Information*

- Date of submission
- Organizational overview and purpose
- Project title
- 200-word project summary

## **Proposal**

### *Organization*

- Organizational overview and purpose
- Mission statement
- Number of years in operation
- Overall annual operating budget
- Principal accomplishments to date
- Breakdown of staff and resources
- Primary communities served by organization
- Expertise in field of project
- Explanation of project in relation to Foundation's objectives
- Key staff involved (include contact information)
- References

### *Project overview*

- Need for project
- Expected immediate and long-term outcomes
- Major goals
- Information regarding project's current progress (if already underway)
- Proposed budget and timeline for project
- Plans for dissemination
- List of key participants and collaborators (including other organizations)

### *Request*

- Brief description of how allocated funds would be utilized
- Other sources of funding for project (both confirmed and requests in process)
- Total project budget
- Funds requested

### *Evaluation/Assessment*

- Methods of evaluation
  - Metric to demonstrate progress of project
  - Metric to demonstrate impact of project

Kindly note that upon selection for funding by the Sikh Spirit Foundation, grant recipients will be required to come up with quantifiable metrics by which the project will be measured. Organizations seeking funding in future years will also be asked to outline their performance using the agreed upon metrics.

Please send proposals, letters of inquiry, and all other forms of correspondence via email to [info@sikhspiritfoundation.org](mailto:info@sikhspiritfoundation.org).