

Atlantic Yards/NETS/DBNA  
Community Foundation, Inc.  
**2017 APPLICATION**



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Community Foundation, Inc.  
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# Atlantic Yards/NETS/DBNA Community Foundation, Inc. FUNDING GUIDELINES

**Before applying for the Atlantic Yards/NETS/DBNA Community Foundation, Inc., please carefully read the following guidelines and instructions.**

## **Introduction**

The Atlantic Yards/NETS/DBNA Community Foundation, Inc. is a private foundation committed to strengthening Brooklyn's economic and social fabric by addressing the needs of residents and businesses in underserved communities. The goal of The Foundation is to support not-for-profit organizations which actively foster economic self-sufficiency through workforce development and business skills training, as well as through prison re-entry initiatives; youth, child, and health services programs; and, environmental sustainability efforts.

Atlantic Yards/NETS/DBNA Community Foundation, Inc. grew out of a partnership among Atlantic Yards Development Company, LLC, now succeeded by Atlantic Yards Venture, LLC d/b/a Greenland Forest City Partners, the Brooklyn NETS, and the Downtown Brooklyn Neighborhood Alliance (DBNA). It was conceived as part of the Atlantic Yards Community Benefits Agreement to ensure that charitable projects within Brooklyn benefit from the Atlantic Yards Project, a mixed-use commercial and residential development. The Project includes bringing NETS Basketball to Brooklyn in a 18,000- seat arena, in addition to creating 6,400 mixed-income residential units, 650,000 square feet of office space, 247,000 square feet of retail space, and eight acres of public open space.

## **Application Process**

The Atlantic Yards/NETS/DBNA Community Foundation, Inc. funds non-profit organizations which are public charities and located in Brooklyn, New York. Organizations interested in applying for a grant should complete the application and attach all necessary documentation. The Foundation has one funding cycle per calendar year. Only one grant will be awarded per organization per year. We are not obligated to fund in any category. In addition, there will be one site visit by a DBNA staff member. Organizations are required to submit an Interim Grant Report and a Final Grant Report.

**All completed applications must be submitted by June 16, 2017.** (NOTE: Email is the primary source of correspondence for the Community Foundation. Please make sure the email address you provide is legible, valid, and checked frequently.)The Foundation expects to make funding decisions by Summer 2017.

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**

Applications will be approved or denied based on application criteria and the Foundation's available resources.

Please allow sufficient time to carefully review each request. Allow at least two months after the deadline date (see above) for notification of the result of the grant request. If, by that time, the Atlantic Yards/NETS/DBNA Community Foundation, Inc. has not contacted you, please feel free to contact us via email at [Foundation@TheDbna.org](mailto:Foundation@TheDbna.org).

# Atlantic Yards/NETS/DBNA Community Foundation, Inc.

## FUNDING CATEGORIES

The Atlantic Yards/NETS/DBNA Community Foundation, Inc. supports 501(c)(3) charitable not-for-profit organizations whose mission is aligned with one of the five following categories:

### **A. Fostering Economic Self-Sufficiency**

The Foundation supports organizations and initiatives which work to promote economic self-sufficiency, overcome barriers to employment, and foster entrepreneurship, including those that develop and facilitate access to:

- Workforce skills training programs which help make individuals job ready.
- Business skills and management training programs for small, minority- and women-owned, and locally-based businesses.
- Financial education programs which equip individuals in their everyday lives.

### **B. Prisoner Re-Entry Initiatives**

The Foundation supports organizations and initiatives which help the formerly incarcerated to make a productive transition back into society through efforts such as:

- Educational and skills training.

### **C. Youth and Child Programs**

The Foundation supports organizations and initiatives which have a positive impact on the lives of young people, including those that:

- Encourage early childhood literacy and school readiness.
- Serve young people during after-school hours with educational activities and programs.
- Foster youth leadership.
- Provide skills training for job readiness.

### **D. Health Programs**

The Foundation supports organizations and initiatives which seek to improve and assure access to quality healthcare for those who are underserved, especially the young and the elderly. The Foundation is particularly interested in organizations that:

- Promote health wellness and prevention.
- Work to educate individuals about healthcare options and services, as well as the best way to access the healthcare system.

### **E. Environmental Sustainability**

The Foundation supports organizations and initiatives which work to foster environmental sustainability in their communities, including:

- Programs that educate the public.
- Hands-on workshops.

# Atlantic Yards/NETS/DBNA Community Foundation, Inc. GRANTS AWARDS CRITERIA

**In order to be considered for a grant from the Atlantic Yards/NETS/DBNA Community Foundation, Inc., applicant organizations must meet the following criteria:**

## **1. Organizational Criteria**

- Organizations must be recognized by the Internal Revenue Service as a tax exempt organization described under Sections 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code") as well as a public charity under Sections 509(a)(1) or 509(a)(2) of the Code.
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- Organizations must demonstrate that they are current on all required government filings (e.g. annual filings with the New York State Attorney General's Office, Charities Bureau; Form 990).
- Organizations must submit and demonstrate that they have and are in compliance with their bylaws, mission statement, and other organizational documents.
- Organizations must have a board of directors or advisers of standing in the community and/or a related field, who have participated in their affairs. (Please indicate the number of total years of service for each member.)

## **2. Financial Criteria**

- Organizations must provide audited financial reports or Form 990s for the two most recent completed years. If not possible, orderly books, records, and financial reports that fully describe the organization's financial operations and standing.
- Organizations must provide a current and projected budget.

## **3. Programmatic Criteria**

- Programs and initiatives outlined in the grant application must fall within one of the Foundation's five funding areas. (See Page 4.)
- Organizations whose proposed program meets funding guidelines and also reaches residents in Community Boards 2, 3, 6, and 8, will receive priority.
- No grant may be made to an individual, or a political, labor, or fraternal organization.

**Atlantic Yards/NETS/DBNA  
Community Foundation, Inc.  
GRANT APPLICATION**

Please answer the following questions completely and return this form no later than June 16, 2017 at 5pm by email (Foundation@TheDbna.org), fax (718.625.3410), OR send it to the following address:

**Atlantic Yards/NETS/DBNA Community Foundation, Inc  
c/o The House of the Lord Church  
415 Atlantic Avenue  
Brooklyn, NY 11217**

**PLEASE NOTE THAT INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.**

**Part One: Organizational Information**

**1. Applicant Organization and Contact Information (Please Print)**

<b>Contact Name:</b>	
<b>Title:</b>	
<b>Organization's Legal Name:</b>	
<b>Address:</b>	
<b>City:</b>	
<b>State:</b>	
<b>Zip Code:</b>	
<b>Phone:</b>	
<b>Fax:</b>	
<b>E-mail address:</b>	
<b>Website address:</b>	

**NOTE: Email is the primary source of correspondence for the Community Foundation. Please make sure the email address you provide is legible, valid, and checked frequently.**

**2. Have you applied to the Foundation before?  NO  YES (If yes, which year(s)? \_\_\_\_\_)**

**3. Not-for-profit Status (Please check all that apply.)**

- Not-for-profit Corporation
- Tax exempt under US Internal Revenue Code Section 501(c)3
- Public Charity under Internal Revenue Code Section 509(a)(1) or 509(a)(2)
- Federal Employer ID #: \_\_\_\_\_  
Year Incorporated: \_\_\_\_\_ Fiscal Year Ends (MM/DD/YYYY): \_\_\_\_\_  
Board of Education of Vendor ID: \_\_\_\_\_
- Registered with the Charities Bureau of the NYS Attorney General's Office

**4. Which funding area does your program/project cover? (Choose one.)**

- Fostering Economic Self-Sufficiency
- Prisoner Re-Entry Initiatives
- Youth and Child Programs
- Health Programs
- Environmental Sustainability

**5. Which Community Board does your program/project serve?**

- 2
- 3
- 6
- 8
- Other: \_\_\_\_\_

**6. How did you hear about Atlantic Yards/NETS/DBNA Community Foundation, Inc? (Check all that apply.)**

- Internet Search
- Email Blast
- Newspaper
- Friend
- Other (Please specify: \_\_\_\_\_)

**Part Two: Proposal Requirements**

**1. Briefly describe your organization's mission. (Discuss your organization's history, governing structure, principle activities, population served, most significant recent achievements, etc.)**

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**2. Briefly describe your organization’s purpose in applying for this grant. Explain the program/project for which you are seeking funding. Explain the relevance of your request and your long and short term goals. Indicate the funding area addressed and discuss how your project will meet The Foundation’s funding guidelines. Be sure to identify the population to be served.**

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**3. Please state the budget, staffing plan, and implementation timetable of this program/project.**

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**4. Describe the strengths and skills your organization and personnel possess for the program/project for which funding is being sought.**

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**5. Describe how the program’s outcomes and effectiveness will be measured.**

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**Part Three: Proposal Attachments**

**Please check that the following documents are included with the application. Please note these supporting documents are required to ensure a complete and fair review of your organization’s grant application.**

- A copy of the organization’s Internal Revenue Service determination letter indicating 501(c)3 tax-exempt status and 509(a) public charity classification.
- Most recent audited financial statements and/or IRS form 990s. If you are presenting a qualified audit, please explain corrective action.
- Organizational operating budget for the previous and current fiscal years. Include an explanation of deficits.
- Program budget for the previous and current fiscal years, if applicable.
- Most recent annual report.
- List of foundation and corporate grants for the previous and current fiscal years, for both the organization, its program and project, including the dollar amounts of each grant. Indicate any funding that has been received for the project outlined in this application.
- Names and primary affiliations of officers and board members.
- Letters of Reference – at least three (3) from organizations or individuals who have a working knowledge of your organization and its mission.
- Statement detailing an applicant organization’s association with a board member of Atlantic Yards/NETS/DBNA Community Foundation, Inc., if applicable.

## AUTHORIZATION PAGE

I have read the Guidelines and Application Process, and answered all questions above truthfully and to the best of my knowledge and ability. I understand that any provided information found to be misleading or false may lead to my organization's disqualification in the Atlantic Yards/NETS/DBNA Community Foundation and may jeopardize my organization's ability to participate in the Foundation in the future.

**PLEASE NOTE: The application MUST be signed by the highest authority within your organization. Volunteers, teachers, and/or clerical staff cannot authorize the application.**

Organization: \_\_\_\_\_  
Authorizing Official's Name (print): \_\_\_\_\_  
Position: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Authorized Signature: \_\_\_\_\_

Contact Person (print): \_\_\_\_\_  
Contact Person's Position: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Date: \_\_\_\_\_