



AUSTIN  
FOUNDATION FOR  
ARCHITECTURE

## AUSTIN FOUNDATION FOR ARCHITECTURE

### Grant Application

For the exclusive purpose of fulfilling our mission, the Austin Foundation for Architecture offers this opportunity.

AFA funds can only be distributed to:

1. a 501(c)3
2. an entity that has a fund with the Austin Community Foundation (allowing a fund-to-fund transfer).
3. an individual (in which case the funds will be a reimbursement and receipts must be provided).

Requests must be submitted to AFA by June 1<sup>st</sup> or December 1<sup>st</sup> for consideration.

The completed and signed Grant Application Form and supporting proposal is to be submitted to the AFA Grant Committee.

A digital submission is preferred in Microsoft Word, or in a PDF format.

Send to:

Austin Foundation for Architecture at [grants@austinfoundationforarchitecture.org](mailto:grants@austinfoundationforarchitecture.org) or 801 West 12<sup>th</sup> Street, Austin, Texas 78701.

- Requests may be submitted on behalf of individuals or organizations. Requests are denied if not approved by a majority vote of the Board.
- Projects must further the mission of AFA with a demonstrable benefit to the Austin Metropolitan Area. The AFA two-part mission is to:
  - develop the general public's education, awareness, and appreciation for architecture, and to promote responsible stewardship of the Central Texas environment.
  - develop sustainable architectural leadership for AIA Austin, and other public, professional, and community organizations in Central Texas.
- Grant awards are determined by the merits of the request and may be awarded in amounts less than requested.
- Awarded funds are to be expended in the 12 months following the application deadline which they are awarded. The individual applicant is required to report the results of the funding at a future Board meeting and meet other conditions of the grant award notice.



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**Along with the completed application form provide the following information in an attached document entitled 'AFA Grant Request for [insert purpose here]':**

1. Applicant name, firm/company, address, contact phone and E-mail.
2. For who's benefit are you submitting (individual or entity).
3. General description and purpose of the project (100 words or less).
4. How does the project fulfill AFA's Mission?
5. Description of how funds will be used (100 words or less).
6. Detailed estimate and justification of costs to be underwritten by these funds.
7. Timeline for completion of project.
8. Specific benefit(s) to the Austin Community.
9. Measurable anticipated outcomes of project.
10. Methods and timeline for evaluating success of project.
11. Other sources and amounts of financial support for this project already attained.
12. Other sources and amounts of financial support being sought.
13. Sources of in-kind contributions for this project already attained.
14. Sources of in-kind contributions for this project being sought.
15. If a 501(c)3, please submit your Letter of Determination. If a fund of Austin Community Foundation, please submit your Fund Name. If an individual, please submit your receipt(s) or other documentation.



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Amount being requested: \$ \_\_\_\_\_

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Print Applicant Name: \_\_\_\_\_

Program or Service Name: \_\_\_\_\_

Applicant Contact Information:

Daytime phone: \_\_\_\_\_

Email: \_\_\_\_\_

To the best of my knowledge, information and belief, the information contained herein and on the attached request is an accurate and full description of proposed use of funds sought from AFA.

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Applicant signature and Date

Attached: AFA Grant Request for \_\_\_\_\_ of \_\_\_\_\_ pages.

For AFA Secretary and office use only:

Approved / Denied by Board vote on \_\_\_\_\_  
(date)