



HEADWATERSTM

FOUNDATION *for* JUSTICE

Fund of the Sacred Circle

2021 Grant Guidelines & Application

www.headwatersfoundation.org

Fund of the Sacred Circle 2021 Guidelines & Application

About the Fund

Headwaters Foundation's mission is to amplify the power of community to advance equity and justice. The Fund of the Sacred Circle (FSC) supports Native-led organizations in Minnesota that focus on community organizing; self-determination; and systems change.

FSC honors and acknowledges Indigenous-led organizations who nurture vibrant, thriving, just Indigenous communities now and for future generations. FSC grants invest in work that centers culture and tradition; Native leadership; connections to land and language; sovereignty and self-determination; and deep community engagement.

Areas of interest include but are not limited to: language and cultural revitalization; reclamation of traditional lifeways; protection of environment, waters, foodways, and land; sovereignty and treaty rights; civic participation; and narrative change.

We place grantmaking decisions for the Fund of the Sacred Circle in the hands of experienced Native community leaders. We entrust our grantmaking volunteers to review proposals, conduct site visits, and make funding decisions using the fund's criteria.

The grant will provide Native-led organizations with \$40,000 of general operating support over two years (\$20,000 per year).

According to Native Americans in Philanthropy, foundations invest less than half of one percent of grant dollars in Native communities. Headwaters works to address this imbalance through our grantmaking, including the Fund of the Sacred Circle and our other funds.

Who is a Fund of the Sacred Circle recipient?

Headwaters Foundation for Justice (HFJ) believes that people who are closest to injustice have the wisdom and power to transform society. We see and honor the strength that resides within communities. Fund of the Sacred Circle grants support organizations that prioritize community organizing as a core strategy to engage and build power in their communities in order to change systems and advance equity and justice.

We recognize and value that there are different approaches to community organizing; and that organizing looks different in every community.

While the work will differ, all Fund of the Sacred Circle grantees will share the following characteristics:

- They honor the strengths and assets of their communities.
- They use community organizing as a core strategy to engage and build power in their communities in order to change systems and advance equity and justice.
- They are Native-led; their staff and board reflect a commitment to Native leadership.

- Their leadership is reflective of and accountable to their community.
- They bring people together to build collective power they wouldn't have individually. We define power as "the capacity of a group of people to decide what they want and to act in an organized way to get it." (Class Action, Building Bridges Across the Class Divide).
- They use that power to create meaningful institutional, structural, communal and/or cultural change.
- They develop and build community leaders through their work.
- They see their organization as part of a larger movement for social change, and work towards strengthening that movement.
- They use an intersectional, cross-issue approach that makes connections between race, class, and gender.
- They have limited access to mainstream funding sources.

Eligible Organizations

HFJ encourages emerging and established organizations at all stages of work to apply for a Fund of the Sacred Circle Grant.

To be eligible an organization must:

- Be legally incorporated entity with 501(c)(3), **or**, 501(c)(4) status, **or** have a fiscal sponsor; **or** be a Tribal Entity.
- Be based in and carry out their work in Minnesota.
- Satisfy reporting requirements for all previous HFJ grants.

Ineligible Organizations & Activities

The following entities and activities are ineligible for this grant:

- Organizations whose primary focus is providing direct services.
- Endowment funds or capital campaigns.
- Individuals; these grants are for organizations.
- Partisan efforts.
- Late or incomplete applications.

Application Deadline

You must submit your organization's application by **5 p.m. Central on Tuesday December 7, 2021** via our Grant Portal. We will not consider late or incomplete applications.

Application Requirements

A complete application will have:

- Complete answers to all application questions including financial information
- A full list of current board and staff, including demographics, using the template we provide on page 5
- If your organization is a 501(c)(3) or 501(c)(4), you must provide:
 - Your most recently completed 990. If your organization does not file a 990, please attach your most recent 990-EZ or 990-N
- If your organization is using a fiscal sponsor, you must provide:
 - A letter, dated within the last six months, from the fiscal sponsor's Executive Director verifying the fiscal relationship;
 - The fiscal sponsor's most recent audited financials (if your fiscal sponsor does not have audited financials, please submit their most recent 990, 990-EZ, or 990-N);
 - Your most recent year-end income and expense report; and
 - Your current balance sheet.

- If your organization is a Tribal Entity, please contact Ari Baum-Hommes (ari@headwatersfoundation.org) about required documentation and financial information.

Questions

For general questions, contact:

Melissa Rudnick, Director of Programs & Grantmaking
melissa@headwatersfoundation.org, 612.400.6266

For questions about accessing and navigating the Grant Portal, contact:

Ari Baum-Hommes, Grants Associate
ari@headwatersfoundation.org, 612-400-6261

Application

Proposal Narrative

All questions have a 400-word limit.

1. Organization Description

Provide a summary of your organization, including your mission, history, goals, and major successes.

2. Organizing for Social Change

The Fund of the Sacred Circle (FSC) supports community-based Native-led organizations in Minnesota that focus on community organizing; self-determination; and social change.

FSC grant recipients have an organized constituency base, a clear analysis of structures and systems that challenge their community, and concrete goals and strategies to build power and change systems, for the benefit of their communities now and for future generations.

Please discuss the following areas as they relate to your organization:

- What is the change you work towards for your community? What problems, needs, or opportunities does your work address?
- What are the root causes of these issues and how does your work address root causes?
- How does your organization build collective/communal power?
- How will your community be strengthened as a result of your work?

3. Constituency Leadership

Fund of the Sacred Circle grants support Native communities and leadership. Please discuss the following areas as they relate to your organization:

- Which communities are most directly impacted by the issues your organization addresses?
- How are individuals directly impacted by the issues involved in your organization's leadership?
- How does your organization develop leaders from within your community and base?

4. Decision-Making Power and Accountability

Explain how your senior leadership, staff, and board reflect and are accountable to the Native community your organization serves. Please discuss the following areas as they relate to your organization:

- Who has decision-making power, and how are decisions made? How is your organization accountable to and reflective of your community?

Complete the provided [Staff and Board List template](#) (example on next page) and upload it in the space provided.

Board of Directors, Staff, and Key Volunteers/Leaders

Instructions: Please use this spreadsheet to tell us about your board of directors, staff and/or key volunteer leaders. We want to learn more about the people who make decisions about and carry out your organization's work. We're particularly interested in learning about how your board, staff, and/or key volunteer leaders reflect, are a part of, and are accountable to the communities you work with. In that spirit, we ask you to provide names, roles, and racial identity for *each individual*. If there are additional identities that are relevant or important to the work you do, please feel free to share those identities as well. Below you will find examples of how to use this spreadsheet.



First Name	Last Name	Board Staff Volunteer	Role	Race	Ethnicity	Gender	Sexual Orientation	Additional Identities
Required	Required	Required	Required	Required	Optional	Optional	Optional	Optional
<i>Example: Maria</i>	<i>Gonzalez</i>	<i>Staff</i>	<i>Executive Director</i>	<i>Latinx</i>		<i>Cisgender woman</i>	<i>Queer</i>	<i>Low-wage worker</i>
<i>Example: Mohamed</i>	<i>Hussain</i>	<i>Volunteer</i>	<i>Leader</i>	<i>African</i>	<i>Somali</i>			<i>Tenant</i>
<i>Add more rows with the "+" symbol</i>								

5. Work Plan

Please describe your work plan for the next year. What are your overall goals and strategies? What are your planned activities and objectives? How will you know you are successful?

6. Racial Justice and Cross-issue Analysis

We prioritize organizations that use an intersectional approach to work on racial, gender, and economic justice. Tell us how your organization draws connections across lines of race, gender, and class.

7. Partnerships

HFJ believes partnerships are core to the work of social change. Tell us about a specific partnership you belong to and your role.

- What is the partnership's purpose and impact?
- Why do you invest in this particular partnership?
- What is your organization's role in the partnership? And, how has your organization impacted the work?
- How has the partnership impacted your organization and community?

8. OPTIONAL: You've shared a lot about your work with us, and we know that takes time and energy. Thank you. Is there anything else you want us to know about your work?

Required Financial Information

We do not ask applicants to submit any form of a budget. Instead, we ask a series of questions that help us understand what resources you are working with and how you plan to sustain the work.

1. Overall Funding Strategy

Please describe how you currently fund your work and how you plan to fund it moving forward. We are interested in learning about any new funders you have secured in the last year, any funders that may be cycling off from supporting your work, and any other unexpected changes (good or bad) in your overall funding.

2. Experience Fundraising from Foundations

Describe your experience seeking funding from foundations. What, if any, specific barriers have you experienced and where have you found success?

3. Current Foundation Funders

If you have current foundation funders, please list them here. Include the name of the foundation and the amount they currently give.

4. Prospective Foundation Funders

If you have prospective foundation funders, please list them here. Include the name of the foundation and the amount they currently give.

5. Revenue and Expenses

- a. What was your *actual revenue* for the most recently completed fiscal year?
- b. What were your *actual expenses* for your most recently completed fiscal year?

6. Please indicate which of the following you are projecting for the current fiscal year?

- a. Revenue (select one): Increased, Decreased, or Stable
- b. Expenses (select one): Increased, Decreased, or Stable

Financial Attachments

501(c)(3) or 501(c)(4) organizations must upload:

- Your most recently completed 990. If your organization does not file a 990, please attach your most recent 990-EZ or 990-N.

Fiscally-sponsored organizations must upload:

- Your most recent year-end income and expense report
- Your current balance sheet
- Note: Additional requirements for fiscally sponsored applicants are listed on page three.

If your organization is a **Tribal Entity**:

- Please contact Ari Baum-Hommes (ari@headwatersfoundation.org) about required documentation and financial information.



2801 21st Avenue South
Suite 132B
Minneapolis, Minnesota 55407