



The Antioch Foundation

antiochfoundation.org

2024 Grant Application Instructions

Organizations that have received grant funding from The Antioch Foundation in the past five years (2019-2023) do not need to submit a letter of inquiry (LOI). If your organization has not received a grant during this time, a LOI must be submitted by July 15th, 2023. Please visit our website for information and instructions. The application instructions below are intended for those who have received a grant in the past five years or whose LOI proposal has been approved

All grant applications must be submitted electronically. **The application deadline is 11:59 PM (US/Central Time) Saturday October 15th, 2023.** Please click the “Apply Now” button on our website (available September 15th). Emailed applications will not be accepted.

Please review the grant scoring rubric located on the next page prior to submitting your application. All requests will be evaluated using this rubric.

The following information will be required in your application:

- **Organization name and contact information.**
- **Organizational summary:** A description of the organization, including a brief history. Faith-based organizations must describe their relationship to the Wisconsin Evangelical Lutheran Synod (WELS or ELS).
- **Purpose of grant:** Describe the project for which the request is being made. What demographic will be reached or served by the project?
- **Amount of request:** The amount being requested of the Antioch Foundation.
- **Project budget:** Include the total cost of the project as well as a detailed breakdown of the costs involved. A separate budget document may be attached to your grant application.
- **Other funding sources:** What other sources of revenue (beyond The Antioch Foundation) will support this program? How will they be secured? Be sure to include all financial, volunteer, and in-kind contributions.
- **Sustainability plan:** How does your organization plan to continue funding the operation of the program into the future?
- **Expected program outcomes:** What are the primary goals of the program? What changes would those served experience because of your program. (Note: Outcomes are not the same as the activities delivered. For example: training is an activity; the expected outcome would be increased skills or knowledge.)
- **Evaluation strategy:** How will you know if the outcomes you listed above have been achieved? Consider quantitative and/or qualitative evaluation methods.
- **Additional information:** Is there anything else you would like to tell us about your organization or program?
- **Enclosures:** Please attach a copy of your organization’s IRS 501(c)(3) letter along with any other supporting documentation (detailed project budget, letters of support, etc.).

Please visit our website or email info@theantiochfoundation.org with any questions

The Antioch Foundation Grant Scoring Rubric

All grant application will be evaluated using the following rubric. Other factors that are unique to specific projects may also be considered.

Category	Description	Points
Presentation	The application is clear, concise, follows the intended format, and includes adequate detail.	5
Mission	The project clearly aligns with the mission and values of The Antioch Foundation.	5
Need	The project will meet a specific need within the community or organization.	15
Impact	The project has the potential to impact a large number of people. If only a few will be served, the outcomes of the project will provide greater benefits in the future.	15
Innovation	Innovation, creativity, and initiative are shown in the approach.	10
Collaboration	Multiple individuals, groups, or entities will work together to accomplish the goal(s).	10
Budget	The project budget is well thought out and sensible. Expenses are reasonable and necessary.	10
Financial Support	Other sources of funding are evident to support the projected costs.	10
Sustainability	Plans for future funding, beyond the grant, are in place.	10
Assessment	Plans are in place for a measurable evaluation.	10
Total		100

Other factors not addressed in the scoring:

1. Previously received grants from The Antioch Foundation.
2. Evidence of successful implementation of previous projects.
3. Impact on the project if The Antioch Foundation is only able to partially fund the request.