



Request for Funding Application

Northern Virginia Alliance League (NVAL) is a women's organization that donates funds to nonprofit organizations benefiting the DC Metropolitan area. NVAL is a non-profit organization with status under Section 501(c)(3) of the Internal Revenue Service Code. Established in 1957, NVAL has raised and distributed approximately \$700,000 to more than 20 nonprofit organizations serving the DC Metropolitan area. Our primary fundraiser is our annual Holiday Luncheon and fashion show in early December. We have given gifts as small as \$1,000 and as large as \$43,000 in previous years.

We are accepting our next round of applicants beginning **June 1, 2019 through August 15, 2019**. Funds for this application cycle will be distributed in June 2021. The charity committee will review the applications and will invite selected non-profits to present to the entire NVAL membership for consideration of receiving funding. Membership will vote for the final non-profits early in 2020.

Funding applications will be considered in areas of health, affordable housing, food assistance, human services, education and the arts serving the DC Metropolitan area. Both general operating support and project applications are eligible for consideration.

Timeline of Application and Funding

Below is a timeline describing the NVAL application evaluation and funding process:

June 1, 2019 - August 15, 2019

The Charity Committee accepts applications (see Instructions in the next section) and begins preliminary evaluations.

August 16, 2019 – September 15, 2019

The Charity Committee evaluates all applications and chooses up to four non-profits to come to one of our monthly meetings to give a 15 minute presentation about their organization and how the funding would be used.

September 30, 2019 – February 24, 2020

Selected non-profits give their presentations to NVAL membership at monthly meetings.

Spring 2020

NVAL membership votes on the non-profits and winner(s) will be notified.

June 1, 2020 – May 31, 2021

All funds raised during this time will be distributed to the selected non-profit(s) in June 2021.



Instructions for Applying for NVAL Funding

Please prepare a document (Microsoft Word or PDF) that includes the following information:

1. EXECUTIVE SUMMARY (one page maximum)
 - a. Date
 - b. Name and address of organization
 - c. Contact person and title
 - d. Email address, telephone and fax numbers of organization and contact person
 - e. Overall Mission Statement of your organization, including how long you have been established, and how many employees and volunteers you have.

2. NARRATIVE (not to exceed two pages)
 - a. Brief narrative summary of funding request, amount of funding requested, and the period this funding will cover.
 - b. Number of individuals benefiting (target population, geographic area) from this application
 - c. Description of proposed project, including a timetable and work plan. If application is for general operating support, description of how funding will maintain and/or improve the capacity of your organization to achieve its mission. Please include the goals, objectives and projected outcomes of NVAL's funding.
 - d. Description of your 5 to 10 year vision.
 - e. Description of ways in which the NVAL membership can support your organization other than financial.

3. FINANCES (can be separate attachments)
 - a. Organization financials for the current year and previous fiscal year, including revenue and expenses.
 - b. Project budget, if applicable, including projected revenue and expenses.
 - c. Sources of funding for the current year and previous fiscal year.

Please forward your completed application to **Liz Connors, NVAL Charity Chair 2019-20**, **NVALCharity@gmail.com**. You can mail printed copies of your application to Charity Chair, NVAL., P.O. Box 5165, Arlington, VA 22205-0265; however, these hard copies are NOT required. **APPLICATIONS MUST BE RECEIVED BY MIDNIGHT, AUGUST 15, 2019**. If you have questions, please email Liz Connors.