



Vocational Fund for Alaska's Future Grant Guidelines

The Alaska Community Foundation (ACF) is currently accepting applications for the Vocational Fund for Alaska's Future grant program.

Deadline for Applications: 5:00 PM, November 9, 2015

Request Amount: Between \$10,000 and \$50,000

Online Application Instructions Available [Here](#)

Goals

The Vocational Fund for Alaska's Future (VFAF) grant program seeks applications from eligible organizations for projects that sharpen vocational skills and contribute to the competitiveness of Alaska's natural resource and overall economy. Proposed projects should be focused on building skills of relevance to natural resource development industries such as oil & gas and mining. Projects that build and refine skills that are cross-cutting across a variety of industries and sectors will be especially competitive.

Proposed projects should focus on efforts to build a highly-qualified and highly-skilled workforce in Alaska's natural resource development industries -- with a preference for the oil, gas and mining industries. Projects and activities that strengthen vocational skills across a wide variety of industries and sectors will be especially competitive.

Desired activities for this program are those that help build skills of Alaskans of all ages in areas such as electrical work, plumbing, carpentry, welding, mining, engineering, geology, and other related disciplines. Projects that build career awareness, employability skills and promote cross-sector skill acquisition will be especially competitive.

A project that leverages funds from other sources (local, state, federal, other grants, funds from the organization itself and in-kind donations) will be more competitive, although this component is not required. Preference will be given to projects that are located in rural Alaska or programs that reach rural communities in Alaska (defined as outside of Anchorage, Fairbanks and Juneau).

Grant-funded projects must be completed within 18 months from the date of grant disbursement. Extensions may be requested. An organization may have only one open grant through the VFAF program at any one time; new requests will not be accepted until the previous project's final report has been successfully completed.

Eligibility Criteria

Eligible applicants include 501(c)(3) nonprofit or equivalent organizations located in the state of Alaska. Equivalent organizations may include tribes, schools, churches, local government agencies and programs.

Ineligible applicants include individuals; for profit, 501(c)(4) or (c)(6) organizations, non-Alaska based organizations; and state or federal government agencies.

Ineligible projects include religious indoctrination or other religious activities; endowment building; deficit financing; fundraising; lobbying; electioneering and activities of political nature; proposals for ads; sponsorships or special events; direct fundraising, including hiring a grant writer; reimbursement of pre-award costs; construction; purchase of real property; pass-through funding or other financial assistance to nonprofits; activities that have the potential to support terrorism; core government or organizational services; and any proposals that discriminate as to race, gender, marital status, sexual orientation, age, disability, creed or ethnicity.

Exceptions: In selected cases, projects undertaken by organizations that normally fall outside the above guidelines may be eligible to receive funding. Examples include: a religious organization whose proposal impacts the broader community; or a unit of government whose proposal extends beyond the traditional governmental functions and impacts the broader community.

Review and Decision Process

Please contact ACF staff by phone or email to discuss your ideas. A draft review of your application is **strongly encouraged**. A draft review should be completed at least two weeks prior to the application deadline. A selection committee will review eligible submitted applications 4-6 weeks after the application deadline. Decisions will be communicated by email within three business days after selection committee review.

Reporting

Submission of receipts or invoices is not required. Grantees must submit an online final report within 30 days of project completion. ACF reserves the right to require the return of funds if it deems that the grantee has not complied with the grant agreement terms for use of funds or with any law or regulation affecting the grantee, grant or ACF.

About The Alaska Community Foundation

Established in 1995, The Alaska Community Foundation is a statewide platform for philanthropy that connects people who care with causes that matter. Holding more than \$80 million in over 300 funds for the benefit of Alaskans, ACF grants \$5-6 million each year to charitable projects and nonprofit organizations across the state. Our mission is to cultivate, celebrate and sustain all forms of philanthropy to strengthen Alaska's communities forever. For more information, visit www.alaskacf.org

ACF Contact Information:

grants@alaskacf.org

(907)334-6700

How to Apply

ACF uses an online grant application system. Instructions for using this system are available [here](#). As an application is created, applicants will be prompted to select which grant program the application is for. Select “**Vocational Fund for Alaska’s Future.**”

Organizations interested in discussing project and proposal ideas are welcome to [contact](#) ACF staff before applying.

Grant Application Components:

- **Organizational Narrative**
 - Brief history and background of organization; mission; services provided; geographic area(s) served; population(s) served; and number of beneficiaries
- **Project Narrative**
 - Description of the project for which grant funding is requested. Identify project need, current status, population the project will serve, project goals, timeline for implementation, project director, and how the project aligns with the goals of the Vocational Fund for Alaska’s Future
- **Budget Narrative**
 - Description of total cost of project, amount of the grant request, what grant funds will purchase, and details regarding other sources of funding
- **Budget Spreadsheet**
 - Complete a line item budget form, including sources of funding and whether funding for each component is secured, requested, or committed
- **Board Member List and Financial Contributions**
 - Provide a list of the organization’s Board of Directors (or equivalent) with affiliations for each member
 - List the amount of cash contribution each individual board member has made to the organization within the past 12 months, excluding in-kind donations
- **Organizational Financial Information**
 - Provide information regarding your organization’s finances. If your organization’s current annual operating expense budget is \$500,000 or more, you must submit financial statements:
 - A financial statement (also known as a balance sheet) for the most recently completed fiscal year, identifying the fiscal year;
 - Current fiscal year financial statement;
 - Current fiscal year operating budget, showing sources of revenue and expenses.