

Community Progress Makers

\$25MM Request for Proposals (RFP)

Frequently Asked Questions

1) What is the Community Progress Makers RFP?

The Citi Foundation first launched Community Progress Makers in 2015, with the goal of providing unrestricted grant support to community change agents who were working to catalyze economic opportunity for underserved communities across the United States. In 2021, the Citi Foundation is committing an additional \$25MM in a third iteration of Community Progress Makers focusing on supporting local community organizations that are advancing racial equity by breaking down silos and connecting Black, Indigenous, and People of Color (BIPOC) to greater social and economic opportunity across the United States. This third iteration of Community Progress Makers is part of the [Foundation's Action for Racial Equity](#) commitment.

2) What will Community Progress Maker grantees receive?

Selected organizations will receive:

- Unrestricted grant support of \$500,000 over two years
- Technical assistance from national experts and leading researchers
- Opportunities to connect and share learnings with other Community Progress Makers through convenings and webinars

3) What is the size and structure of the grant award?

Community Progress Makers will each receive a two-year, unrestricted grant of \$500,000. Fifty percent of the grant funds will be disbursed in Year 1 (2021) and fifty percent will be disbursed in Year 2 (2022).

4) While the grant funds are unrestricted, are there any parameters grantees will need to adhere to?

Yes. Grant funds cannot be used for political or lobbying purposes, including without limitation, independent expenditures.

5) Will grant proceeds be restricted on the grantee's balance sheet?

No. Grant awards will be unrestricted, with the provision that no proceeds from the Citi Foundation can be used for political or lobbying purposes, including without limitation, independent expenditures.

6) What type of community organization is eligible to apply?

At minimum, applicants must:

- Have IRS 501(c)(3) public charity status and a Federal Employer Identification Number
- Have at least one year of audited financial statements that cover 2019 or at least some part of the 2019 fiscal year
- Have a mission to serve low- and moderate-income individuals and communities
- Have a track record of connecting BIPOC communities to greater social and economic opportunity through one of the following focus areas: Affordable Housing and Access; Environmental Sustainability; Economic Development; Financial Health and Wellness; Social Justice; and Workforce Readiness and Family Sustaining Employment. Further detail on each area can be found in #7

- Be located and working in one of the eligible geographies, noted below

Metro Area	County
Chicago	Cook
Los Angeles	Los Angeles
Miami	Miami-Dade, Broward
New York City	Bronx, Kings, New York, Queens, Richmond
San Francisco Bay Area	Alameda, San Francisco, Santa Clara
Washington, D.C.	Alexandria City, Arlington, Fairfax, District of Columbia, Montgomery, Prince George's

7) What are the specific focus areas or approaches this RFP is prioritizing?

As noted in #6, organizations applying must have a track record of connecting BIPOC communities to greater social and economic opportunity through one of the following focus areas:

- **Affordable Housing and Access** such as efforts to promote the affordability of housing related to COVID-19, ensuing economic downturn and slow wage growth, gentrification and/or provision of resident services to help people more easily access employment, education, health, childcare and/or other essential services
- **Environmental Sustainability** such as efforts that address environmental health and safety of marginalized and vulnerable communities, increase access to renewable, clean energy in low-income communities and communities of color, scale sustainable finance infrastructure solutions, support effective resilience planning with an equity lens, or expand access to public amenities including recreational spaces and sustainable transportation
- **Economic Development** such as small business development and/or commercial revitalization in marginalized communities with an intentional focus on increasing ownership and employment opportunities for minorities
- **Financial Health and Wellness** such as the promotion of integrated financial capability services in parallel with other social services to help individuals gain greater financial security and/or asset building strategies that reduce income inequality and the racial wealth gap
- **Social Justice** such as efforts that address the root causes of inequity, engage community members in the design and implementation of solutions that impact their neighborhoods, and expand access to services and resources for historically disenfranchised individuals and communities
- **Workforce Readiness and Family Sustaining Employment** such as innovative approaches to job training, reskilling, and credentialing that prepare people for family sustaining jobs in the local job market and/or high-growth industries

8) What type of organizations will not be considered?

This opportunity will not provide funding to:

- Private foundations
- Religious or fraternal organizations (unless they are engaged in projects that benefit the entire community)



- Organizations that discriminate on the basis of race, sex, gender identity or expression, color, religion, national origin, age, disability, sexual orientation, veteran's status or other legally protected personal characteristic or status
- Individuals
- Lobbying, political causes, campaigns, or candidates
- Organizations that require the use of a fiscal sponsor or agent
- Organizations that don't meet the eligibility criteria noted above in #6 and #7

9) We do not have at least one year of audited financial statements, can we still apply?

No. The Citi Foundation requires audited financial statements from all applicants to help us better understand and assess the organization's financial position and internal financial controls through third-party evaluation.

10) Is there a minimum or maximum budget size that is required for an organization to apply?

No. There is no budget size requirement associated with this funding opportunity. However, please make sure that you consider how a grant of \$500,000 payable over two years would impact your public support calculation before applying.

11) Can a national organization apply on behalf of its local affiliate organizations?

Yes. A national organization can apply on behalf of a local affiliate. If a national organization intends to apply on behalf of multiple affiliate organizations, it should consider submitting separate proposals for each local affiliate as appropriate.

12) Are past Community Progress Makers eligible to apply?

Yes.

13) Are current Citi Foundation grantees eligible to apply?

Yes, however, the applicant will need to demonstrate how additional support would enable the organization to dramatically enhance the impact it will have on BIPOC communities, above and beyond the activities that the Citi Foundation is already funding.

14) Which organizations were selected as Community Progress Makers in past iterations of the program?

[Meet the 2018-2019 Community Progress Makers](#)

[Meet the 2016-2017 Community Progress Makers](#)

15) What is the application process?

The application process will be conducted in two rounds following an initial registration:

Registration: Interested organizations can request access to the Citi Foundation's online portal by completing a registration form and answering the eligibility questions. Please note, the deadline for registering is **Wednesday, July 7 at 4PM ET**. Register to apply [here](#).

Round One: Once registered, your organization will receive access to the portal to complete Round One of the application within 3 business days. The application is due by **Monday, July 12 at 4PM ET**.



Round Two: A select number of organizations will be invited to submit additional information on the Foundation's online portal. In addition, the Citi Foundation may request a phone call to learn more about your organization at this stage.

Through this funding opportunity, the Citi Foundation intends to fund 50 community organizations with two-year, core operating support grants. Submission of a proposal does not constitute an offer, promise, or guarantee of funding from the Citi Foundation, or Citigroup Inc. or any of its subsidiaries.

16) What documents will community organizations need to submit with their applications?

In Round One of the application process, all applicants will be required to submit at least one year of audited financial statements that cover 2019 or at least some part of the 2019 fiscal year.

If invited to submit additional information in Round Two of the application process, applicants will be required to submit the following documents:

- Copy of a Blank Voided Check or an Official Bank Letter
- Board of Directors and Senior Staff List
- 2021 Organizational Budget
- Most Recent IRS Form 990
- IRS 501(C)(3) Determination Letter
- IRS Form W-8 or W-9

17) What is the grant term and what are the reporting requirements?

The Citi Foundation seeks to disburse grant payments in late 2021 and the grant period is 24 months from the date the grant is awarded. Selected organizations will be required to submit interim and final reports via the Citi Foundation's online grant portal.

18) How can we get information about this funding opportunity?

Additional information about this funding opportunity can be found on our [website](#).

Additionally, the Citi Foundation will host two live sessions on June 23rd and 30th from 2 to 3PM ET to answer questions. Applicants are strongly encouraged to review the informational materials on our website in advance, so that we can focus the sessions on answering your questions. Registration for the live sessions is required [here](#).

Please note participation in a Q&A session is not required. Organizations planning to participate in a live session are encouraged to submit questions in advance to citifoundationrfp@citi.com.



19) What is the grantmaking timeline for this funding opportunity?

Date	Activity
June 23 & June 30 – 2 to 3PM ET	Live Q&A Sessions
July 7 – 4PM ET	Registration Deadline
July 12 – 4PM ET	Round One – Application Deadline
Late August/Early September*	<ul style="list-style-type: none"> ▪ Round Two – Finalists are invited to submit additional information ▪ Organizations not advancing to the next round of review are notified
September	Deadline for finalists to submit additional information online
November	Community Progress Makers Announcement
Q2 2022	First Convening of Community Progress Makers

* If invited, finalists will have approximately two weeks to submit additional information.

20) Who do I contact for more information?

Please visit Citi Foundation's [website](#) for more information about this funding opportunity. If you have any questions, please contact citifoundationrfp@citi.com.