

**Citi Foundation**  
**Global Innovation Challenge – Preparing Youth for AI**  
**Letter of Inquiry (LOI)**

**Note:** This Word document has been provided so that you can save your work while preparing your submission. You must input your answers in the online form [here](#) and submit the completed online form before the deadline in order for your program to be considered. The Citi Foundation will not accept submissions submitted via email. Please save a copy of this completed PDF form for your own records.

Submission Deadline: October 6, 2026 – 12:00 p.m. (noon) New York Time (Eastern Time)

A subset of the organizations that complete this Letter of Inquiry (LOI) will be invited to submit an application. Please review the Global Innovation Challenge FAQ, which provides guidance on the selection priorities and how best to approach completing this LOI.

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## ELIGIBILITY SCREEN

**Note that you will not be able to complete the full LOI form online if your responses to the Eligibility Screen questions below indicate your organization is not eligible for this funding opportunity.**

As noted in the FAQ document, organizations must be able to demonstrate that their mission and strategic priorities have a specific focus on serving low-income communities. Please confirm: My organization's mission and strategic priorities have a specific focus on serving low-income individuals.

As noted in the FAQ document, program ideas must impact one or more of the Citi Foundation's target geographies. Please confirm: My organization's proposed program will impact one or more of Citi Foundation's target geographies as defined in the FAQ document.

As noted in the FAQ document, organizations must be registered as nonprofit entities under local law. Please confirm: My organization is a registered nonprofit organization and can provide registration documentation.

As noted in the FAQ document, organizations that require the use of fiscal sponsorship are not eligible for this funding opportunity. Are you planning to submit on behalf of a fiscally sponsored organization or project?

As noted in the FAQ document, your organization must be able to submit externally audited financial documents covering some part of calendar year 2024 or a subsequent year, if invited to the full application stage. Answer Yes if your organization will be able to provide audited financial documents covering some part of calendar year 2024 or a subsequent year.

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## BASIC INFORMATION

**Tax ID #**

**Organization Name**

**Street Address**

**Street Address 2**

**City**

**Country**

**State/Province**

**Zip/Postal Code**

**Website Address**

Please provide a separate primary and secondary contact. These contacts should be separate people with separate email addresses. If possible, please provide email addresses associated with your organization's URL rather than a personal account on Gmail, Yahoo, AOL, etc. If possible, please provide specific individuals' email addresses rather than generic, shared accounts such as info@ or grants@ email addresses.

Primary Contact

First Name

Last Name

Position/Title

Email Address

Phone Number

Secondary Contact

First Name

Last Name

Position/Title

Email Address

Note: All character count limits on this form include spaces.

**ORGANIZATION DETAILS**

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**What is your organization's current mission statement?**

*If the mission includes serving low-income individuals or communities, please ensure that is included in your response.*

*(Maximum 400 characters)*

**What is your organization's current fiscal year operating budget?**

**What was your organization's operating budget for the prior fiscal year?**

**What is the date of your most recent Audited Financial Statement?**

**How many full-time, paid employees does your organization currently employ?**

**Provide your organization's current top 5 donors (public and/or private).**

**Include the donor names as well as the amount in USD received from each donor for this year. If your organization has less than 5 donors, provide a full list of your donors here.**

- Donor 1

Funding Amount (USD)

- Donor 2

Funding Amount (USD):

- Donor 3:

Funding Amount (USD):

- Donor 4:

Funding Amount (USD):

- Donor 5:

Funding Amount (USD):

*Briefly describe your organization's experience that is most relevant to preparing young people for employment in an AI-driven workplace. Please include one recent example of what you did, who you supported and what the result was.*

(Maximum 2000 characters)

## PROGRAM DESCRIPTION

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*Please note that, per the FAQ, programs will run for 24 months, starting no sooner than June 1, 2027.*

### Program Name

(Maximum 25 characters)

### Program Summary

*Please provide a high-level summary for your proposed program.*

(Maximum 200 characters)

## Program Scope

Please select the scope that most aligns with the intent of your program:

*Scope definitions are as follows:*

*Pilot/New: Funding is being sought to design a new approach or pilot a new idea*

*Expand /Scale: Funding is being sought to expand or scale an existing/proven innovative approach or solution, either by going deeper with the effort or wider in terms of reach*

**Describe the specific youth employment challenge related to AI and digital access that your program aims to address.**

*(Maximum 1000 characters)*

**How will the proposed program address the above-defined challenge, and how would support from the Citi Foundation enable your organization to implement your program?**

*(Maximum 1000 characters)*

**What is innovative about your proposed program? Explain how your program uniquely expands AI and digital access, and improves employment outcomes for low-income youth compared to existing efforts.**

*(Maximum 500 characters)*

**Describe the individuals, community and/or organizations that you will directly serve during this program**

*(Maximum 1500 characters)*

## PROGRAM TARGET GEOGRAPHIES

Please note: The target geographies for this RFP are listed below for your reference. Your proposed program needs to impact one or more of these geographies to be eligible for this RFP.

| REGION                                   | COUNTRIES                                                                                                                                                                                                                                    |
|------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Africa</b>                            | Algeria, Cameroon, Côte D'Ivoire, Democratic Republic of the Congo, Egypt, Gabon, Ghana, Kenya, Morocco, Nigeria, Senegal, South Africa, Tanzania, Tunisia, Uganda and Zambia                                                                |
| <b>Asia Pacific</b>                      | Australia, Bangladesh, Hong Kong, Indonesia, Japan, Malaysia, New Zealand, South Korea, Philippines, Singapore, Sri Lanka, Taiwan, Thailand and Vietnam                                                                                      |
| <b>Europe</b>                            | Austria, Belgium, Bulgaria, Czech Republic, Denmark, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Luxembourg, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Spain, Sweden, Switzerland, Ukraine and United Kingdom |
| <b>Middle East</b>                       | Bahrain, Israel, Jordan, Kazakhstan, Kuwait, Lebanon, Pakistan, Qatar, Saudi Arabia, Türkiye and United Arab Emirates                                                                                                                        |
| <b>Latin America &amp; the Caribbean</b> | Argentina, Bahamas, Brazil, Chile, Colombia, Costa Rica, Dominican Republic, Ecuador, El Salvador, Guatemala, Honduras, Jamaica, Panama, Paraguay, Peru, Trinidad & Tobago and Uruguay                                                       |
| <b>North America</b>                     | Canada, Mexico and select U.S. geographies                                                                                                                                                                                                   |

### Select U.S. Geographies:

| U.S. STATE/TERRITORY    | ELIGIBLE GEOGRAPHIES                                                                                                                                                                                      |
|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>California</b>       | Alameda, Contra Costa, Fresno, Kern, Kings, Los Angeles, Marin, Merced, Orange, Riverside, Sacramento, San Bernardino, San Diego, San Francisco, San Joaquin, San Mateo, Santa Clara, Stanislaus, Ventura |
| <b>Connecticut</b>      | Western Connecticut Planning Region<br>Greater Bridgeport Planning Region                                                                                                                                 |
| <b>Florida</b>          | Broward, Miami-Dade, Palm Beach                                                                                                                                                                           |
| <b>Illinois</b>         | Cook, DuPage, Kane, Lake, McHenry, Will                                                                                                                                                                   |
| <b>Maryland</b>         | Montgomery, Prince George                                                                                                                                                                                 |
| <b>New Jersey</b>       | Bergen, Essex, Hudson, Passaic                                                                                                                                                                            |
| <b>New York</b>         | Bronx, Kings, Nassau, New York, Queens, Richmond, Rockland, Suffolk, Westchester                                                                                                                          |
| <b>Nevada</b>           | Clark                                                                                                                                                                                                     |
| <b>Puerto Rico</b>      | Territory-wide                                                                                                                                                                                            |
| <b>South Dakota</b>     | State-wide                                                                                                                                                                                                |
| <b>Virginia</b>         | Alexandria City, Arlington, Fairfax, Fairfax City, Falls Church City                                                                                                                                      |
| <b>Washington, D.C.</b> | District of Columbia                                                                                                                                                                                      |

### Which region will your program primarily impact?

You will choose one of the options below from the drop-down in the online form.

Africa

Asia-Pacific

Europe

Latin America and the Caribbean

Middle East  
Multi-region  
North America

**Will your proposed program directly serve communities in the United States?**

**Which country(ies) or territory(ies) will your proposed program impact? If the United States is included, please list the specific geographies impacted.**

***You will be able to select all applicable countries and counties (U.S.-only) from the list of countries and U.S. counties provided above, along with an “Other” option, when completing the online form***

**CONDITIONAL IF “OTHER” SELECTED IN RESPONSE THE ABOVE QUESTION:**

**If serving additional geographies beyond the target geographies selected above, please describe, including specific states/counties.**

***(Maximum 1000 characters)***

## **PROGRAM IMPACT & RESULTS**

**What is the anticipated impact you seek to achieve through the proposed program in advancing AI and digital access for employment among low-income youth? Please include a description of the metrics you will use to measure impact.**

***(Maximum 1000 characters)***

**How many individuals do you expect will be directly impacted through your program during the grant term (24 months)?**

Approximately what percentage of these individuals are expected to be youth, defined as young people between the ages of 15 to 24?

*While there is no universal definition of the youth age group, we are leveraging guidance from the United Nations where "youth" is defined as individuals between the ages of 15 and 24 years.*

What percentage of the program participants are expected to be low-income as defined by the local standards and definitions?

If a goal of this program is to build the capacity of organizations working to advance AI and digital access for employment among low-income youth, how many youth-serving organizations -will be directly equipped with AI tools, training, and organizational capacity-building support?

*Enter 0 if this is not a goal of your project.*

## PROGRAM BUDGET

Provide a concise budget narrative that describes the anticipated costs for which Citi Foundation funds would be allocated over the grant period. (Please note the award size is set at \$500,000, anticipated to be disbursed in two installments of \$250,000 each in 2027 and 2028).

*(Maximum 500 characters)*

Would the implementation of this program involve regranteeing of the proposed Citi Foundation funds to other organizations?

Regranteeing pertains to cases in which Citi Foundation funds are redistributed as grants to another organization, including local affiliates. Vendor payments for specific goods or services are not considered regrantees. Organizations that regrantee funds to other nonprofits are required to complete screenings on each organization receiving the funds and the managing or controlling persons.

CONDITIONAL IF YES:

What is the anticipated percentage amount of Citi Foundation funds to be regranteed?

If known, please list the organizations that would receive funds. If unknown at this time, please describe how you will identify organizations to receive funding.

## TERMS

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Citi Foundation will consider all eligible applications submitted. Qualified applicants will receive consideration without regard to any protected basis prohibited by applicable U.S. law.

I understand that this submission does not constitute an offer, promise or guarantee of funding from the Citi Foundation, Citigroup Inc., or any of its subsidiaries. The existence of any past, current, or the promise of any potential business relationships with Citi or Citi subsidiaries does not influence grant decisions and mention of such relationships may disqualify this submission.

I certify that my organization is a registered nonprofit entity under local law. This funding opportunity is open only to registered nonprofit entities that meet the criteria listed in the FAQ document.

I certify that my organization can provide externally audited financial documents that meet the following criteria:

- *Must include some part of calendar year 2024 or a subsequent year*
- *Must include the auditor's letter with a signature*
- *Must include complete financial statements*
- *Must include the auditor's notes*

**I ACCEPT THE TERMS.**