



**Mail or email grant application to:**

Mary Smith  
NHC AAUW Fellowship Fund  
11627 Vailrun Drive  
Houston, TX 77070  
[mmsmith.aauw@gmail.com](mailto:mmsmith.aauw@gmail.com)

August 15, 2021

Dear Prospective Grant Recipient:

We invite your organization to apply for a 2022-2023 North Harris County Branch AAUW (NHC AAUW) Fellowship Fund community grant. Monies received from fundraising projects, such as the annual NHC AAUW Outstanding Women Awards Luncheon, make these grants possible. Each applicant must be a **501(c)(3) organization**. While public schools themselves are not 501(c)(3)s, the school district they belong to is.

The NHC AAUW Fellowship Fund Committee selects the grant recipients. Members evaluate the merit of each project based on its relevance to the AAUW Mission Statement: "The American Association of University Women (AAUW) advances equity for women and girls through research, education, and advocacy" and other pertinent criteria. ***If it is an educational grant, we give preference to new and innovative projects in STEM, the Arts, nursing, or community service that will impact the community, especially women and girls. Projects we have funded in the past include:***

- Klein ISD Girls in Lunch and Learn STEM Initiative in which elementary students learn from the HMNS "Bugs on Wheels, Wildlife on Wheels, and Discovery Dome", and middle school and high school students experience a Science Dissection Lab and then have lunch.
- Cy-Fair ISD Thornton Middle School Butterfly Defenders Club project for which students design, plant, and maintain a garden friendly to Monarch butterflies and later participate in migratory butterfly counts.
- Spring ISD Bammel Middle School Closing the Generational APP Gap in which students mentor neighboring senior citizens as they learn to use 21<sup>st</sup> Century technology.

Please include a description of the project in your application, conform to the format of the application form and complete all components. You can download an application from our website (go to <https://nharriscounty-tx.aauw.net> and click on the Community Grant menu option). This letter is page one of the five-page grant application file posted on our website. The application grant can be filled out online.

The committee awards grants based on proceeds from our *North Harris County AAUW Outstanding Women Awards Luncheon*. **Generally, we do not fund capital development, salaries, speakers,**

**scholarships, and grant projects from other sources.** Audiovisual aids, software, and books for active learning projects are acceptable. Non-consumable items of significant value must remain with the organization at the conclusion of the project. We do not award grants to individuals or to for-profit entities. **To assure our committee that you are a 501(c)(3) organization or a non-profit organization for 501(c)(3) purposes such as a public school, please include a copy of your organization's *Notice of Employer Identification Number* that shows its non-profit status.**

Describe your project and specific grant request in detail so that the committee can give your project every consideration. We cannot guarantee that you will be contacted if we do not understand a part of your application. **The project timeline begins with the awarding of the grant and continues until June 1 of the following year. This year the grant timeline will run from February 19, 2022, to June 30, 2023.**

**Please submit one copy of your application with any attachments** (including one copy of the *Notice of Employer Identification Number* and one financial statement as described on the application in Section I, items H and I). **Submissions must be returned to the Fellowship Fund Committee postmarked no later than October 15, 2021, if you mail it. The application may also be submitted by emailing it to [mmsmith.aauw@gmail.com](mailto:mmsmith.aauw@gmail.com) before midnight on October 15, 2021.** We will award grants at our *North Harris County Outstanding Women Awards Luncheon Saturday, February 19, 2022.*

**We will award grants up to \$6,000. Applications will be sent out on August 15, 2021; the deadline for submission is October 15, 2021. Applicants will be evaluated by the Fellowship Fund Committee and the semi-finalists will be interviewed by a committee in November and December. The winning grant applications will be chosen in early January 2022. We hope to award at least \$36,000 this year.**

We have included, as an attachment, the point system the committee uses to rate the grant proposals. If you have any questions about this grant application, AAUW, or the NHC AAUW Fellowship Fund, please contact one of the Fellowship Fund Co-Vice Presidents.

Sincerely,

*Darcy Mingoia* [dmingoia@att.net](mailto:dmingoia@att.net)

*Mary Smith* [mmsmith.aauw@gmail.com](mailto:mmsmith.aauw@gmail.com)

NHC AAUW Fellowship Fund Co-Vice Presidents



North Harris County (TX) Branch



North Harris County (TX) Branch  
**AMERICAN ASSOCIATION OF UNIVERSITY WOMEN  
FELLOWSHIP FUND GRANT APPLICATION  
MUST BY POSTMARKED OR EMAILED BY OCTOBER 15, 2021**

**I. APPLICANT INFORMATION**

- A. Name of Organization: *Click or tap here to enter text.*
- B. Project Title: *Click or tap here to enter text.*
- C. Specific Use of Grant Money: *Click or tap here to enter text.*
- D. Project Manager: *Click or tap here to enter text.*
- E. Person in Charge of Project Implementation: *Click or tap here to enter text.*
- F. Project Timeline [Project must be completed within one year (June 2022 – June 2023)] : *Click or tap here to enter text.*
- G. Organization Mission Statement: *Click or tap here to enter text.*
- H. Submit a copy of your organization’s Notice of Employer Identification Number or any other official document stating that you represent a non-profit organization. The North Harris County AAUW Fellowship Fund is a 501(c)(3) entity. **All recipients must be 501(c)(3) organizations or non-profit organizations for 501(c)(3) purposes.**

**If you are not a public school, submit one of more of the following as evidence of fiscal accountability.**

- 1. Your organization’s most recent audit and/or a statement from the accounting firm that conducted that audit
- 2. The proposed annual budget for the year in which your project will be conducted.
- 3. Your current annual operating budget
- 4. Letter of reference from past grantors or others

**OR If you are a new organization without a history of fiscal accountability, please submit**

- 1. A copy of your business plan
- 2. Information on how the organization manages or proposes to manage its finances, including fundraising plans and safeguards against fraud/abuse

This request is not meant to create an undue burden for our applicants, but failure to submit any of these items may result in automatic disqualification. However, it is incumbent upon the applicant to assure evaluators that any monies awarded will be used for the stated purpose, that reasonable safeguards against mismanagement are in place and that applicants have a reserve adequate to cover basic operating expenses for a reasonable period as necessary for the successful conclusion of the proposed project.

**NORTH HARRIS COUNTY BRANCH AAUW**  
**FELLOWSHIP FUND GRANT APPLICATION** *(continued)*

J. We consider grants for \$6,000 or less for educational purposes. Generally, we do not fund capital development, salaries, speakers, scholarships, and grant projects from other sources. Audiovisual aids, software, and books for active learning projects are acceptable. Non-consumable items of significant value must remain with the organization at the end of the project.

**II. PROJECT**

- A. Narrative (Be specific. How is your project innovative?) [Click or tap here to enter text.](#)
- B. Target population and number of people impacted by project: [Click or tap here to enter text.](#)
- C. How does your project affect women and girls in our community? [Click or tap here to enter text.](#)

**BUDGET** A school from a local public independent school district or college in one of the local community districts should provide the portion of its campus budget related to the area of the request. For example, if the request is for books for an active learning project, send a copy of your school's library budget and/or supplementary materials budget. Include an itemized list of audiovisual and book titles and cost of each plus shipping charges. Do **NOT** send the budget for your ISD or your community college district.

- A. Cost of project (itemized expenses): [Click or tap here to enter text.](#)
- B. Other sources of funding for the project: [Click or tap here to enter text.](#)
- C. If NHC AAUW is unable to fund the project, will it still be implemented? [Click or tap here to enter text.](#)
- D. If NHC AAUW can only partially fund the project, to which part of the project should priority be given? [Click or tap here to enter text.](#)

**III. COMMUNITY IMPACT**

- A. Will this project benefit the FM 1960 North Harris community? If so, how? [Click or tap here to enter text.](#)
- B. How will you publicize NHC AAUW's full or partial sponsorship of the project? [Click or tap here to enter text.](#)
- C. How will you measure the long-term success of this project? [Click or tap here to enter text.](#)

**IV. PROJECT FOLLOW-UP**

- A. Name, address, phone number and email address of contact person for follow-up:  
[Click or tap here to enter text.](#)
- B. The recipient of an NHC AAUW EDUCATIONAL FELLOWSHIP GRANT will be contacted for follow-up on the project's success. NHC AAUW expects the recipient organization to use all funds awarded only for the intended and stated purposes as described in this grant's application. Please complete the evaluation of your project's expenses, including documentation, within 30 days of project completion. Return to the Fellowship Fund Vice President.

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**President of Organization**

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**Date**

**Mission Statement: "The American Association of University Women (AAUW) advances equity for women and girls through advocacy, education, philanthropy, and research."**