

Arts, Equity, & Education Fund™

Application Question List

WELCOME!

AE&E Fund uses an online application for all steps of the grantmaking process. We do not accept applications by email, fax, or U.S. mail. For answer to our most frequently asked questions, please visit our [grantmaking page](#).

If you have questions at any time while completing this application, please do not hesitate to reach out to us at grants@aeefund.org.

DEADLINES: Please visit our [grantmaking page](#) for information on current and future grant cycles and deadlines.

**Please note: dates may be subject to change.*

GENERAL INFORMATION

501(c)(3) Status

Is this Letter of Inquiry/Application for a 501(c)(3) as designated by the IRS, or is your request supported by a fiscal sponsor?

For your reference, below is the answer provided during the LOI stage.

- 501(c)(3)
- Fiscal Sponsor

Who is your Fiscal Sponsor?

If your organization is NOT a 501(c)(3), please let us know the name of your fiscal sponsor, their website, and contact info.

For your reference, below is the answer provided during the LOI stage.

Fiscal Sponsor Fee

If your organization is NOT a 501(c)(3), please enter the percentage your fiscal sponsor charges.

For your reference, below is the answer provided during the LOI stage.

Primary Contact*

Please provide the name and title of the primary contact for this grant request.

Primary Contact Email*

What is the primary contact's email address?

GRANT INFORMATION

Grant Request/Project Name

Please enter a brief title for your project. For example: "Publication" or "Development Assistant Position."

For your reference, below is the answer provided during the LOI stage.

Grant Request Description

Please provide a brief description of the grant request and intended outcome(s).

For your reference, below is the answer provided during the LOI stage.

Amount Requested

For your reference, below is the answer provided during the LOI stage.

Funding Category

For your reference, below is the answer provided during the LOI stage.

- Capacity Building
- Exhibitions/Performances
- Fellowships/Residencies
- Publications/Documentation
- Scholarships/Education

Primary objectives and/or goals*

What are your primary objectives and/or goals and how will you measure your success for this project? Please list a maximum of 3.

Character Limit: 1,000

Outreach*

How will you increase awareness about this work in the communities you serve? Please summarize your marketing & communication strategies and how you plan to promote your project/initiative.

Character Limit: 1,000

Total Project Budget

Please share the budget amount for the entire project. We are interested in learning about the full scope of the project, even if you are only requesting funding for part of it.

For your reference, below is the answer provided during the LOI stage.

Adjusted Total Project Budget

If there are any changes to your project budget, please let us know.

Project Budget Upload

Please attach a current project budget.

File Size Limit: 1MB

Project Start Date

If you are seeking funds for a specific program or project, please enter a start date.

MM/DD/YYYY

Project End Date

If you are seeking funds for a specific program or project, please enter an end date.

MM/DD/YYYY

Timeline for Funding

Please share a brief project timeline with key milestone dates.

For your reference, below is the answer provided during the LOI stage.

Updates to Timeline for Funding

If the timing of your project has changed since you submitted your LOI (see above), please let us know.

Character Limit: 1,000

Funding Progress*

Please share other current funding sources for this project, including any outstanding grant requests.

Character Limit: 1,000

Primary Geographic Region*

- Southwestern PA
- Other

Geographic Region - Other

If you answered "**Other**" above, please tell us what city and state.

Character Limit: 200

ORGANIZATION INFORMATION

Organization Overview & Offerings*

Please share a brief history and overview of your organization and its offerings or key accomplishments. Include the founding date, program focus areas, populations targeted and served, and number of employees (full and part-time).

For your reference, below is the answer provided during the LOI stage.

Mission/Vision/Values/Goals*

Please share your Mission and Vision Statements, Values, and current goals for your organization.

Character Limit: 2,000

Organization Leadership*

Please share a list of your organization's leadership team. This may include department heads (such as Director of Development, Director of Marketing, Director of Finance, etc.). If brief bios are also available, please share these or your website's URL where we can access them.

If you prefer to upload an attachment with your organizational chart, please do so here.

Character Limit: 1,000

File Size Limit: 1MB

Annual Organizational Operating Budget

For your current fiscal year.

For your reference, below is the answer provided during the LOI stage.

Current Fiscal Year Start Date

For your reference, below is the answer provided during the LOI stage.

Current Fiscal Year End Date

For your reference, below is the answer provided during the LOI stage.

Financial Statements – Last Fiscal Year*

Please attach a board-approved budget from your last completed fiscal year.

File Size Limit: 2MB

Financial Statements – Current Fiscal Year*

Please attach a board-approved budget from your current fiscal year.

File Size Limit: 2MB

Audited Financial Statements*

Please share the most recent audited financial statements for your organization.

File Size Limit: 10MB

CLOSING AND SUPPLEMENTAL DOCS

Closing Thoughts

Are there any closing thoughts or supporting documents you'd like to share for consideration?

Supporting documents examples: organization/program flyer, most recent annual report, art samples, etc. For videos, please share a URL where we can watch the video. If there is more than one supporting document file you'd like to share, please use the next file upload question to submit an additional file.

Character Limit: 1,500

File Size Limit: 3MB

Closing Thoughts – Additional File Upload

Please use this upload question if there is more than one supporting document file you'd like to share with us.

File Size Limit: 3MB

Application Form Feedback

We value feedback from our applicants as an important part of improving our work and processes. Please use this space to share feedback about our interface and/or application to help us learn, and ensure a positive experience for all.

Character Limit: 1,000