

# Arts, Equity, & Education Fund™

## Letter of Inquiry (LOI) Question List

### WELCOME!

Thank you for your interest in submitting a Letter of Inquiry (LOI) to Arts, Equity, & Education Fund (AE&E Fund). AE&E Fund prioritizes organizations in the arts and education sectors from the Greater Pittsburgh area. Grant applicants must be classified as tax-exempt under section 501(c)(3) of the Internal Revenue Code or have valid fiscal sponsorship.

Prior to submitting your LOI, please ensure your eligibility and alignment with our priority focus areas by visiting our [grantmaking page](#).

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.

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

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

### **501(c)(3) Status\***

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

- 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.

*Character Limit: 225*

### **Fiscal Sponsor Fee**

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

*Character Limit: 20*

### **Grant Request/Project Name\***

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

*Character Limit: 200*

### **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).

*Character Limit: 2,000*

### **Grant Request Description\***

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

*Character Limit: 2,000*

### **Amount Requested\***

#### **Funding Category\***

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

#### **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.

*Character Limit: 20*

#### **Annual Organizational Operating Budget\***

For your current fiscal year.

*Character Limit: 20*

#### **Current Fiscal Year Start Date\***

MM/DD/YYYY

#### **Current Fiscal Year End Date\***

MM/DD/YYYY

#### **Timeline for Funding\***

Please share a brief project timeline with key milestone dates.

*Character Limit: 1,000*

#### **Share 1-2 brief examples of how your organizational mission or this project may align with AE&E Fund\***

Our mission: Arts, Equity, & Education Fund™ amplifies change and elevates underrepresented voices in the arts and education ecosystems.

*Character Limit: 3,500*

#### **How did you hear about AE&E Fund?**

If this is your first grant inquiry with Arts, Equity, & Education Fund™, please share how you learned about us.

*Character Limit: 225*