

# 2026 BWGC Grant Cycle

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*Baltimore Women's Giving Circle*

## *Instructions*

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### **Baltimore Women's Giving Circle 2026 Grant Application**

**Application Deadline - December 15, 2025, 5:00 p.m.**

*While working on your application scroll to the bottom and click "Save Application" before leaving this site. Otherwise, your work will be lost. Once completed, click "Submit Application", after which you will no longer have access to your application.*

## *Part I. Organization Information*

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### **Organization Name\***

*Character Limit: 200*

### **Mailing Address**

#### **Address 1\***

*Character Limit: 100*

#### **Address 2**

*Character Limit: 100*

#### **City\***

*Character Limit: 50*

#### **State\***

*Character Limit: 50*

#### **Zip\***

*Character Limit: 10*

### **Executive's Contact Information**

Please provide the name of the Executive Director, CEO or President who is authorized to sign a grant agreement.

#### **Executive's Name\***

*Character Limit: 100*

**Executive's Email\***

Character Limit: 254

**Executive's Phone Number(s)\***

(use this format XXX-XXX-XXXX ext XXX)

Character Limit: 50

**Preferred Contact Person in Addition to the Executive**

This could be the program director or staff member who is completing this application.

**Preferred Contact Person Name\***

Character Limit: 100

**Preferred Contact Person Title\***

Character Limit: 100

**Preferred Contact Person Email\***

Character Limit: 254

**Preferred Contact Person Phone Number(s)\***

(use this format XXX-XXX-XXXX ext. XXX)

Character Limit: 50

**Applicant's Nonprofit Status\***

The **applicant** is the organization delivering services and programs to women and their families in Baltimore City and/or Baltimore County and is applying for the grant. The applicant may or may not be the organization that holds the IRS 501(c)(3) Determination Letter.

Please identify your organization's Federal tax-exempt status by choosing one of the following options. Our Organization:

**Choices**

- ☐ Has its own IRS 501(c)(3) Determination Letter
- ☐ Uses a Fiscal Sponsor that holds the IRS 501(c)(3) Determination Letter
- ☐ Operates as a local chapter of a national or state nonprofit organization of the same name and mission which holds the IRS 501(c)(3) Letter of Determination

**Name of Applicant's Fiscal Sponsor**

If applicable, what is the name of your fiscal sponsor?

Character Limit 100

**Employer Identification Number (EIN) \***

Please list the Employer Identification Number of the organization that has the IRS 501(c)(3) Determination Letter.

Character Limit: 50

## Applicant's Website URL

Character Limit: 2000

## Applicant's Preferred Social Media Handles

### Instagram

Character Limit: 50

### Facebook

Character Limit: 50

### Other

Character Limit: 100

## Applicant's Current Fiscal Year Budget \*

### Choices

Up to \$500,000

Up to \$1 million

Up to \$5 million

\$5 million and over

## Applicant's Number of Years in Operation \*

How many years has your organization been operating?

*Note: If you have your own IRS 501(c)(3) Determination Letter now, but previously used a fiscal agent, include that time as well.*

### Choices

Less than 1 year

1 - 3 years

3 - 5 years

5 - 10 years

More than 10 years

## Applicant's Mission \*

This statement will be used to introduce your organization to our members.

Character Limit: 750

## Brief Organization History \*

Please share the story of how your organization began and evolved over time. Feel free to include what inspired its founding, the community needs it set out to meet, key milestones or challenges, and how your past continues to shape your work today.

Character Limit: 1000

## Part II. Grant Request

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### Amount Requested \*

Reminder - maximum grant \$25,000

Character Limit: 20

### Type of Grant Requested \*

#### Choices

- ☐ General Operating Grant
- ☐ New or Continuing Program Grant

*Note: Applicant organizations with budgets of \$5 million and over may apply only for a New or Continuing Program Grant.*

### Grant Name \*

- If applying for a General Operating grant, enter "General Operating Grant"
- If applying for a New or Continuing Program grant, enter the name of your program

Character Limit: 100

### Grant Request Summary\*

In one or two sentences, briefly describe how you plan to use the grant funds you are requesting and their importance to the success of your organization's mission or your program objective.

Character Limit: 500

### Category of Funding Support \*

We understand that many organizations provide services for several of the following categories.

Please select **ONE** category that best describes the work your organization is doing to advance opportunities for women and their families and that would specifically be supported by this grant.

#### Choices

Advocacy  
 Case Management/Referral  
 Domestic/Sexual Violence  
 Drug/Alcohol/Mental Health Treatment  
 Education (includes adult literacy)  
 Emergency Grants  
 Financial Literacy  
 Food and Hunger Services  
 Health Services  
 Housing  
 Legal Services  
 Life Skills  
 Mentoring  
 Parenting Skills  
 Services to Seniors  
 Workforce Development  
 Other (please specify below)

### Other Category

If you chose Other above please provide a new category that describes your work.

*Character Limit: 50*

### Geographic Area Served \*

#### Choices

Baltimore City

Baltimore County

Baltimore City and Baltimore County

### Individuals to be Served by the Grant Request \*

#### Check all that apply

- ☐ Adult women (ages 18–65)
- ☐ Senior women (ages 65 and up)
- ☐ Adolescent girls (ages 11–18)
- ☐ Children: boys and girls (ages 0-11)
- ☐ Adolescent boys (ages 11–18)
- ☐ Males (ages 18 and up)
- ☐ Other: \_\_\_\_\_

#### By percentage \*

- ☐ % Female
- ☐ % Male
- ☐ % Other
- 100% Total

## Part III. Narrative

Please use this section to tell us your story. The responses to the Narrative questions should be based on the type of grant requested:

- For General Operating Grant requests, answer from the perspective of your organization.
- For New or Continuing Program Grant requests, answers should be based on the goals and objective of the specific Program to be funded by the grant.

The prompts in italics are provided as a guide for your narrative. Feel free to use bullet points. The final *optional* question is open ended so that you may include additional information that you think is particularly important to your grant request.

### What community issue does your organization/program address and how do you address it? \*

*Provide a detailed description of your organization's mission-related activities or the proposed program you plan to offer to support women and their families in response to the community issue you identify. Tell us more about the population(s) you serve and their needs. Include information that fully describes the scope of your work and the*

*rationale behind the program or services you offer. If applicable, tell us about any community partners with whom you collaborate and how those partnerships strengthen your work. We encourage you to elaborate in this section to help us appreciate your passion and purpose.*

*Character Limit: 2500*

### **How do you know that your work is making a difference? \***

*Please share how you currently evaluate—or plan to evaluate—the impact your work has on the lives of the women and families you serve. Be specific and include any documented outcomes or impactful stories from your participants. How do you apply what you learn to improve your program offerings?*

*Character Limit: 2500*

### **How does your organization's leadership engage women and their families in the organization's work? \***

*How are the individuals being served provided opportunities to actively participate in program development, delivery, or governance? How does the staff's first-hand experience with the community issue shape the organization's efforts and initiatives? How does the leadership involve residents within the geographic service area who have first-hand experience with the addressed issue?*

- *How has your organization's relationship with the community evolved?*
- *How have the voices of the people you serve influenced your work?*

*Character Limit: 2500*

### **What else would you like to tell us that we haven't asked?**

*You are welcome to include links to other information. This question is optional.*

*Character Limit: 3000*

## **Part IV. Financial Information**

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The following questions are for the applicant.

### **Accounting Period (Fiscal Year) \***

What are the start and end dates for your fiscal year, i.e., the 12-month period that you use for budgeting, and financial reporting?

*Character Limit: 30*

### **Annual Budget \***

What is your current annual budget?

*Character Limit: 20*

**The following questions are for the organization providing the IRS 501(c)(3) Determination Letter to be submitted in Part V.**

## **Name of the Organization Holding the IRS Letter of Determination \***

*Character Limit 100*

## **Audited Financial Statements**

What are the dates for the fiscal year reported in the most recent Audited Financial Statements, if applicable?

*Character Limit: 100*

## **IRS Form 990 \***

What are the dates for the fiscal year reported in the most recent IRS Form 990, Form 990-EZ or 990-N?

*Character Limit: 100*

## **Part V. Required Attachments**

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*Please read the instructions in this section carefully. The required financial reports are not the same for all organizations. You determine the applicable documents based on the instructions provided under each document listing (Items 1-5).*

If the appropriate financial documents are not submitted, your submission is incomplete and may not be eligible for funding.

**Items 1 & 2** apply to the organization which holds the IRS 501(c)(3) Determination Letter submitted with the grant.

**Items 3, 4 and 5** apply to the applicant.

**Reminder** - The **applicant** is the organization delivering services and programs to women and their families in Baltimore City and/or Baltimore County and is applying for the grant.

### **Notes –**

*For all documents, the file name should include the name of the organization and the type of document.*

*If you do not have a template for budgets or financial statements, templates have been provided for your use. After you have completed the template, save it with the applicant's name in the title, then upload the saved file. If you have your own financial statement form, please compare its format with our templates.*

## **1. IRS Determination Letter \***

Upload the IRS Determination Letter confirming your organization's federal tax-exempt status under Section 501(c)(3). This letter may be for your organization, your fiscal sponsor, or the national or state organization that has the same name and mission as the applicant.

*File Size Limit: 2 MB*

## 2. Audited Financial Statement OR IRS Form 990 \*

- If available, upload the most recent audited financial statement for the organization providing the IRS 501(c)(3) Determination Letter.

**OR**

- If you *do not* have audited financial statements, upload the most recently filed IRS Form 990, 990-EZ, or 990-N for the organization providing the IRS 501(c)(3) Determination Letter. *If you have provided an audited financial statement, you do not need to provide a Form 990.*

## 3. Financial Statement for the most recently completed Fiscal Year

The Financial Statement is for the applicant and is required for organizations with budgets under \$5 million. (Applicants with budgets of \$5 million and over may skip this step). The Financial Statement should include all categories of revenue and expenses and a balance sheet, if available. Your Financial Statement should include as many of the categories in the BWGC Template, as applicable.

### ***BWGC Template Financial Statement Prior FY.xlsx***

*File Size Limit: 2 MB*

## 4. Financial Statement and Budget for Current Fiscal Year

If you are requesting a **General Operating Grant**, upload your current annual budget and most recent revenue and expense statement. The budget and financial statement should be for the applicant. If you are requesting a program grant, skip this step and proceed to item 5.

*Remember: Applicant with budgets of \$5 million and over may apply only for a New or Continuing Program Grant.*

### ***BWGC Template Financial Statement Current FY.xlsx***

*File Size Limit: 2 MB*

## 5. Budget for New or Continuing Program

If you are requesting a **New or Continuing Program Grant**, upload the program budget indicating the expected sources of revenue and projected expenses for the BWGC grant period, July 1, 2026 - June 30, 2027. If you are not requesting a program grant, you may skip this step.

### ***BWGC Template Program Budget***

*File Size Limit: 2 MB*

**Note:** *If you cannot provide the financial information required for your type of grant request, please attach a Word or PDF document that explains when you will be able to provide the requested information.*

*If your file is too large to be uploaded, please convert it to a PDF and try again. Still too large? Compress the PDF to a ZIP file. If that fails too, please contact [grants@thebwgc.org](mailto:grants@thebwgc.org).*