



## GUIDELINES for NON-PROFIT ORGANIZATIONS

**APPLICATIONS ACCEPTED:** January 1, 2024 through March 15, 2024

**WHO MAY APPLY:** Tax-Exempt, 501(c)(3) Organizations

**AWARD RANGES:** The average award amounts range from \$5,000-25,000

### FUNDING FOCUS

The Phillip and Edith Leonian Foundation funds projects and programs related to the education, preservation, and dissemination of photography. These include, but are not limited to: education programs for K-12 students or adults; professional development programs such as workshops, fellowships, internships, mentorships, and artist residencies; archiving and/or cataloging of photographic collections; exhibitions with budgets under \$50,000; community documentary photography projects; and personal photography projects.

*The Foundation is unable to fund general operating expenses, salaries, administrative costs, video or motion picture projects, capital improvements, projects that support the work of non-U.S. citizens or residents, or grants to individuals without fiscal sponsors. The Foundation will no longer accept proposals for academic lectures, symposia, colloquia, or seminars, publications, or exhibitions with budgets over \$50,000.*

*NOTE: Proposals for projects that begin prior to June 1st of the grant year will not be considered. Proposals for Exhibitions that open before October 1st of the grant year will also not be considered.*

### ELIGIBLE APPLICANTS

501(c)(3) organizations based in the United States that are focused on photography and/or photography education

### PROPOSAL EVALUATION CRITERIA

The Foundation evaluates each application individually and takes into consideration the following criteria:

- Soundness of budgets
- Overall feasibility and impact of project or program
- Quality of project or program
- Strength of leadership
- Strength of community engagement and/or public programming

### LEONIAN FOUNDATION PRIORITIES

- Education programs of all levels
- Unique, well-conceived programs that raise awareness of and appreciation for photography
- Programs that bring photography into a community
- Programs with a proven track record
- Programs that maintain connections with and utilize alumni are of special interest

### HOW TO APPLY

- Letters of Inquiry are **required** for first-time applicants or new projects from previous grantees. LOI may be sent to Jaclyn Miller via the Contact Form on the Leonian Foundation website
- Create an account on [submittable.com](https://submittable.com)

- Choose a submission form that corresponds to the subject of the project. If unsure of correct form, contact the Foundation
- Provide all required documents

#### **REQUIRED DOCUMENTS**

- IRS determination letter indicating 501(c)(3) status
- Mission statement
- Details on the organization and its history
- Board of trustees with affiliations
- Current operating budget of organization
- Actual budget from most recently completed fiscal year
- One sentence summarizing the project or program
- Project description in detail
- Project budget, well-researched and thorough. Must include:
  - requested Leonian funds, clearly defined
  - list of other committed and potential funders
- Résumé of project director (1-2 pages, **max**)
- Photographic images, press articles, or other representative media
- For education programs:
  - sample curriculum
  - résumé(s) of teaching artist(s)
- For exhibitions:
  - checklist of images to be exhibited
  - résumé of curator (1-2 pages, **max.**)