



BOSTON FOUNDATION FOR ARCHITECTURE GRANT APPLICATION GUIDELINES / 2007

This is a grant-application invitation to everyone interested in proposing/ administering/enhancing educational programs related to architecture, engineering, and the planning, design, construction and community-building processes.

We provide grants annually to support small and not-so-small educational programs that enhance public awareness and understanding of the importance of well-designed buildings and other spaces in which we live, work, play and learn.

Who is eligible for these grants?

Anyone with a good idea is encouraged to apply — schoolteachers, community groups, nonprofit organizations, and other individuals and groups such as arts centers, museums, community service centers, non-traditional educational settings, etc. — we invite applications from individual and organizational educators of all kinds.

What is the application deadline?

Applications must be received by the Foundation by 4:00 pm, August 6, 2007.

How large are the grants?

Typically, grants range in size from \$500 to \$7,500.

Who is the audience?

We fund programs that serve Massachusetts audiences in all age groups; K–12 schoolchildren are of special interest to us. Audiences might range in size from a 5th-grade class of 20 to a museum audience of hundreds or a large radio or television audience. We are particularly interested in serving underserved audiences and audiences that are culturally, economically, ethnically, racially and otherwise diverse.

What is funded?

We fund new and repackaged/redesigned classroom curriculum ideas, community programs, youth- and other citizen-training programs, and a variety of other design-related programs. Descriptions of programs we funded in recent years are on the web at www.bfagrants.org. This year we are funding programs that will occur in 2008 and we encourage applications from traditional and non-traditional educators, organizations, institutions, individuals and others. We also welcome follow-on applications related to successful programs we have funded in the recent past and we welcome collaborations with other individuals and organizations such as Learning By Design in Massachusetts.

In May 2008, the national professional organization of architects, the American Institute of Architects (AIA) -- holds its annual convention in Boston in collaboration with the Boston Society of Architects. We welcome proposals this year for programs that are related to the presence of the AIA Convention in Boston and may or may not actually occur during the AIA Convention period (May 15-17, 2008).

What is not funded?

We do not fund capital expenditures, endowment-building programs, the purchase of public art, archival projects, research projects, website development, software purchases, or fellowships for professional travel.

What are the funding criteria?

Responsiveness to our funding goals: We fund programs that will elevate public awareness and understanding of architecture or engineering or the planning, design, and construction processes in general and programs that engage people in all walks of life in the planning and design processes. We are also especially interested in programs that underscore the societal significance of sustainable/green/environmentally sensitive design.

Target audience: We fund programs that clearly benefit Massachusetts audiences; specific audiences for your program should be identified in the application.

Public impact: We fund programs that will have a real impact on and lasting value for their audiences.

Leadership: We fund programs that will be administered by an individual or individuals with appropriate and related experience.

Program balance: We fund programs that are defined by a clear and appropriate balance of cost, value and the number of individuals served.

How do you apply for a grant?

Send the following to us in a typed format:

- the completed ‘Grant Application Summary’ form (the last page of these guidelines);
- a cover letter signed by the person who will run the program and, if appropriate, the director/principal of your organization/institution;
- a typed outline (in no more than two double-spaced typed pages) that begins with a clear, concise description of the program for which you are requesting funding and is followed by five paragraphs that respond specifically to the five criteria listed above (describe how your program responds to each criterion); include under the second section heading related to Massachusetts audiences (‘Target audience’) the likely age, number and characteristics of people being served and, under the third section heading related to the impact of your program (‘Public impact’), include a description of what — if any — tangible products might result from this program (a written curriculum, drawings, audio or video recordings, publications, etc.);
- the program budget, the amount being requested from us, and details on any other funding you have or may have for this program (funding from other sources is good but not necessary);
- a resume/bio/cv of the individual(s) who will lead/administer this program;

- describe clearly your program's relationship to collaborators such as Citizen Schools, Learning By Design in Massachusetts, and other initiatives that work closely with educators in design-related programming;
- reference letter(s) if you wish (not required); and
- any appropriate background material you think will help us understand your program (press clips, previous audience/student comments, pictures, etc.).

Helpful hints

To broaden the impact of our funding, we are interested in programs that might have a ripple effect on other educators or administrators or communities or organizations.

Don't cloud your application with fluff, buzzwords or excessive theory — stick to the fundamentals described in our listing of funding criteria above.

You do not necessarily have to develop a new program — thoughtfully redesigning or repackaging an existing program appropriate for your audience is fine.

Don't apply for personal fellowships, scholarships, travel grants or similar support — we are not geared to provide such assistance.

Don't send us handwritten applications — type it.

Visit our website (www.bfagrants.org/grants) to see what we funded in the past several years.

If in doubt and you wish to float an idea with us, write/call Richard Fitzgerald at rfitzgerald@architects.org / 617-951-1433x232.

When will grant announcements be made?

All applicants will be notified in writing of the results of this year's grant-making decisions by December 31, 2007.

Questions? Comments?

E-mail or call Foundation director Richard Fitzgerald (rfitzgerald@architects.org / 617-951-1433x232) or deputy director Nancy Jenner (njenner@architects.org / 617-951-1433x227).

Who are we?

The Boston Foundation for Architecture is a public charity (established in 1984 by the Boston Society of Architects/AIA) to which architects, their colleagues in the building industry, the public, and other donors have made and continue to make contributions to support public education programs related to the built and natural environments. The Foundation's volunteer trustees distribute the Foundation's funds annually in accordance with the Foundation's goals and community needs as they correspond to our goals.

Who have we funded in recent years?

Among the recipients of our grants in recent years are Kids Connect in Natick, the Worcester Arts Magnet School, the North Bennet Street School, Learning By Design in Massachusetts, the Institute of Contemporary Art, the Hyde Square Task Force,

the Forest Hills Educational Trust, Discover Roxbury, Citizen Schools, the Boston Children's Museum, the Boston Preservation Alliance, the Umana Barnes Middle School/East Boston, the Southeastern Massachusetts Arts Collaborative, the Haverhill Historical Society, Girls Inc. of Worcester, Citizen Schools, Boston By Foot, the Center for Technology & Environment at Harvard, The Revolving Museum, MYTOWN/Multicultural Youth Tour of What's Now, Lawrence Community Works, the James Michael Curley Elementary School, the Charles River Conservancy, the Asian CDC, the Boston Arts Academy, Historic Neighborhoods Foundation, Mass MoCA, the WGBH Educational Foundation, the Building and Materials Resource Center, Epiphany School, the Massachusetts College of Art Looking to Learn program, the Society of Women Engineers, WalkBoston, the William Monroe Trotter School, and other organizations and individual schoolteachers. For complete listings of our grants since 1998, visit bfagrants.org/grants.

GRANT APPLICATION SUMMARY

Boston Foundation for Architecture, 52 Broad Street, Boston MA 02109-4301

Please type or print clearly.

contact person: _____

applicant organization: _____

mailing address: _____

daytime telephone #: _____

e-mail address: _____

Project's primary product (curriculum, training program, film, exhibit, tour, lecture, conference, study, plan, video, etc.):

Project summary (maximum 25 words):

Amount requested: \$ _____ Total project budget: \$ _____

Public audience and benefit (in no more than 25 words, identify the target audience, its probable size, and the intended benefit of your project):

Proposed starting date of this project: _____

Have you ever received funding from us before? _____ If so, please note year(s), amount(s), and project(s):

Please include this completed summary form with the other items listed in the guidelines above under the heading 'How do you apply for a grant?'

Submit one original package of materials only. Please do not staple, bind, encase in slipsheets or notebooks or otherwise restrict the ease of photocopying your materials; please use paperclips only.

Thank you.