**Frederick S. Upton Foundation**



***Request for Proposal***

***What’s Your BIG IDEA?***

The Frederick S. Upton Foundation is seeking **BIG IDEA** proposals that will positively impact life in Berrien County. The Upton Foundation is asking nonprofit organizations to dream big with programs that will improve the quality of life in Berrien County. Agencies are encouraged to be creative and dream big about how they could significantly impact the community. Two grants will be awarded — a **$50,000 grant** and **one $25,000 grant.**

* The **BIG IDEA** should show innovation and vision along with the potential for sustainability into the future.
* **BIG IDEAS** can be collaborations with multiple agencies/partners.
* ***If the BIG IDEA is a program expansion, a fresh approach should be demonstrated.***
* Agencies should evaluate how the community will be changed for the better when their **BIG IDEA** is successful.

***Please note:*** Collaborative efforts are highly encouraged. Funding for capital building grants will ***not*** be considered. This grant process is separate from the standard grant process and is not considered as an agency’s annual grant. Prior **BIG IDEA** recipients must wait three (3) years to apply again.

**Eligibility:** This funding opportunity is open to 501(c)3 nonprofit agencies, schools, religious organizations doing community work and government organizations.

**Time**

**Frame:** Funding may be used over more than one year. However, a project evaluation is due at the one-year mark. Funding will be available starting August 1 for the approved projects.

**Funding:** The selected recipient(s) will receive a grant(s) of up to $50,000 to complete the project.

**Process:** To qualify to submit a proposal please submit a letter of intent. The letter (**no more than three (3) pages double spaced in length)** should include:

* an overview of the proposed project, including;
  + contact name, phone number, email address and mailing address
  + why this type of **BIG IDEA** is worthy of funding
  + how the community will be changed for the better when the **BIG IDEA** is successful, and
  + why this **BIG IDEA** is important to the community
* an estimate of the number of people who will be served by the project
* a ***brief*** description of your agency
* the amount requested

**Letters** [**must be submitted online**](https://goapply2.akoyago.com/BERRIEN/Identity/Account/Login?ReturnUrl=/BERRIEN) **by April 1, 2025. You’ll need to register for an account to submit your letter. For additional information on the grant program, visit** [**www.berriencommunity.org/uptonbigidea**](http://www.berriencommunity.org/uptonbigidea)**.**

Based upon review of the letters of intent, the ***Upton Foundation will invite selected agencies*** to submit a full proposal for review. Financial documentation will be requested during this phase of the grant application process.

Full proposals will be due ***by June 1, 2025***. Agency representatives will be asked to do ***a brief presentation*** for the Frederick S. Upton Foundation Associate Board of Trustees **during the July 4 holiday weekend**. Grantswill be announced the week following the presentation.

**CONTACT:** For more information, email [uptonfoundation@berriencommunity.org](mailto:uptonfoundation@berriencommunity.org) or call 269-983-3304.