

BRIAN & PATRICIA GIESE *foundation*

Full Grant Proposal

Invitation Only

This document is for organizations that received a formal written invitation from the Brian & Patricia Giese Foundation. If you have not received an invitation, please begin with a Letter of Inquiry through the Grants Portal.

Submission Options

Written or Video — Your Choice

We want to reduce the burden of grant writing. You may respond to every section in writing, by video, or both. All formats are reviewed equally.

Tip

Answer the numbered prompts as if talking to a trusted colleague. That’s exactly what you are.

How You Will Be Evaluated

Scoring Framework — 100 Points

CRITERIA	PTS	WHAT WE LOOK FOR
Mission Alignment	25	Connection to our faith-rooted mission and Anne Arundel County community.
Program Impact	25	Measurable outcomes, theory of change, and evidence of past results.
Innovation & Entrepreneurship	20	Creative, scalable, or entrepreneurial approach to the problem.
Financial Stability	15	Sound fiscal management and capacity to steward grant funds.
Community Engagement	15	Built with — not just for — the community. Real relationships and voice.
TOTAL	100	

Video Submission Guidelines

Upload directly in Submittable (MP4, MOV, or YouTube/Vimeo link).

Per section:	One short clip per proposal section. 2–4 minutes each; 15 minutes total maximum.	Format:	MP4, MOV, or YouTube/Vimeo link uploaded directly in Submittable.
Who:	Executive Director, Program Director, or Founder. Community voices welcome.	Quality:	No production required. Smartphone is fine. Clear audio matters most.
Accessibility: Brian & Patricia Giese Foundation Full Grant Proposal	Include captions or upload a written summary alongside each video.	Budget section:	Submit your line-item budget as a document even if your narrative is video.

Section 1

Organization Information

These fields are pre-filled in Submittable from your registration.
Verify all information is current before submitting.

- Legal name, EIN, MD Charity Registration, MD Business Entity status
- Primary contact: name, title, phone, email
- Website, mailing address, years in operation
- Total annual revenue (most recent IRS Form 990) — must be minimum \$1 million

Section 2

Executive Summary

300 words or fewer (written) or 2 minutes max (video). This is the first thing the committee reads.

- 1.What is your organization’s mission?
- 2.What program are you seeking to fund, and how much are you requesting?
- 3.Who do you serve, and where in Anne Arundel County?
- 4.What is the single most important outcome this grant will achieve?

Section 3

Program Narrative

The heart of your proposal.
Written: 600 words max per sub-section. Video: 3–4 minutes per sub-section.

3A — Program Description	5. What problem does your program address? Include local Anne Arundel County data if available. 6. What do you do, how does it work, and who is served? 7. How does this align with the Brian & Patricia Giese Foundation’s mission?
3B — Innovation & Entrepreneurial Approach	8. What makes your approach different from others addressing the same need? 9. How does your model demonstrate creative problem-solving, resource leverage, or scalability?
3C — Community Engagement	10. How are community members involved in designing or delivering this program? 11. What partnerships or faith-community relationships support your work?

Section 4

Goals & Outcomes

GOAL	MEASURABLE OUTCOME	HOW YOU’LL TRACK IT
Goal 1		
Goal 2		
Goal 3		

Section 5

Program Budget

WHAT TO INCLUDE	NOTES
Total program budget	Full budget for the grant period
Amount requested	From Brian & Patricia Giese Foundation
Other funding sources	Confirmed, pending, or anticipated — name each funder and amount
Line-item expenses	Personnel, program delivery, supplies, indirect costs
Budget narrative	Brief explanation of each major expense category

Section 6

Organizational Capacity

A brief written or video response is fine — 4 questions, 2 minutes if video.

12.Who leads this program, and what is their experience?

13.How long has your organization been doing this work?

14.Have you managed grants of similar size? What were the outcomes?

15.Describe your financial oversight: board involvement, audit, and internal controls.

After You Submit

Review Process

1.	Foundation team review, due diligence & site visit (if applicable).
2.	Grant Selection Committee independently scores all proposals using the 100-point framework.
3.	Committee deliberation. Brian & Patricia Giese make all final funding decisions.
4.	All applicants notified within 4–6 weeks of the full proposal deadline.
5.	Awarded organizations execute a Grant Agreement. Funds disbursed within 60 days of execution.

Grant modifications (scope, budget, activities, or project lead) require advance written approval from the Executive Advisor.

Ready to Submit?

Submit your Full Proposal — written, video, or both — through the Grants Portal by the deadline in your invitation.

Questions? Contact the Executive Advisor through the Portal.

Section 7

Required Attachments

Upload in Submittable. Submissions missing required documents will not advance to committee review.

DOCUMENT	STATUS
IRS 501(c)(3) Determination Letter	Required
Most Recent IRS Form 990 or 990-EZ	Required
Current Year Operating Budget	Required
Program Budget (line-item)	Required
List of Board of Directors	Required
Prior Year Audited Financials	Required if available
Most Recent Annual Report	If published
Letters of Support (max 2)	Optional

Stewardship

Reporting Requirements

Two touchpoints. Brief and honest. Video reports welcome — same guidelines above apply.

MONTH 6 — INTERIM	MONTH 12 — FINAL
• Activities & participants to date	• Full outcomes: numbers and stories
• Early outcomes or signals	• Lessons learned
• Budget vs. actuals + variance note	• Final financial reconciliation