Pharos Request Intake Details

Please select the correct Primary Contact as well as the Executive Director and Board Chair signatories for this request. Please contact Kelly Robenhagen at kelly@bohemianfoundation.org if you do not see the correct contact listed as an option in the dropdown.

Please also make sure that the address attached to your organization (visible under the Organization section in the grantee portal) is up to date prior to submitting your application.

<table>
<thead>
<tr>
<th>Organization</th>
<th>Bohemian Foundation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location</td>
<td>Bohemian Foundation - headquarte</td>
</tr>
<tr>
<td>Primary Contact</td>
<td>Kelly Robenhagen</td>
</tr>
<tr>
<td>Executive Director</td>
<td>Sara Maranowicz</td>
</tr>
<tr>
<td>Board Chair</td>
<td>Jodie Riesenberger</td>
</tr>
</tbody>
</table>

**Organization Type**

501(c)(3) public charity

**Pharos Request Type**

(Note: Refer to Pharos Fund Guidelines for definitions of the following request categories.)

General Support

**Pharos Request Title**

(Note: if you are submitting a general support request, enter “General Support” below.)

General Support
Which Community Programs goal and subgoal does your Pharos request most closely align with? For more information about the Community Program goals, reference our Pharos Fund Guidelines.

- Economic Stability: Belong ▼

Organization’s most recent completed fiscal year:

- 6/30/2019

Pharos Grant Request Timeline
Timelines can be a maximum of 12 months.

- Start Date: 7/1/2019
- End Date: 6/30/2020

Does your Pharos request timeline align with your organization’s fiscal year?

- Yes ▼

What is your organization’s total budget for the timeline indicated above? (For CSU and Government applicants, please input your department/division’s total budget. For PSD applicants, please leave blank.)

- $800,000.00

What amount of Pharos Fund support are you requesting? (Maximum request = $30,000)

- $25,000.00

Did your organization provide services last year, regardless if you received Bohemian Foundation support?

- Yes ▼

What were your organization’s actual total expenses for the prior year? Note: Prior Year information should be for your most recently fully completed prior year. Please see the FAQs for more information.

(For CSU and Government applicants, please input your department/division’s actual total expenses for the prior year. For PSD applicants, please leave blank.)

- $750,000.00
Prior year timeline:
Start Date: 7/1/2018
End Date: 6/30/2019

Are there more than six months between the end of your fully completed prior year timeline and the start of your request timeline?
No ▼

Please save your application now so pre-populated fields can update. Once saved, click “edit” at the top of the application to continue. Please note that the application formatting will change slightly when you are not in "edit" mode.

Organization and Program Information

Briefly describe your organization, department, or school.

Fill out this narrative section based on the prompt above.

Characters left for field: 617

Please provide more details about the specific strategies and activities the organization employs to carry out its mission.

Fill out this narrative section based on the prompt above.

Characters left for field: 1442

Pharos Goal: Economic Stability; Belong

Describe how this Pharos request is advancing the specific Community Programs goal and subgoal selected. Be as specific as possible.

Fill out this narrative section based on the prompt above. Be sure to reference the Pharos Fund Guidelines document, referenced earlier in the application, to ensure you have selected the most appropriate goal and subgoal, and make the case for that connection here.
Provide information about the projected total number of participants to be served by your organization/department for the timeline and budget indicated below. Please see FAQ’s for clarification on direct vs. indirect participants.

Note: For the purposes of this section, select the primary participant category (youth, individuals, or families/households) that is most relevant for your request. Please see the FAQs for more information.

Total Organization/Department Budget $800,000.00

Request Timeline July 1, 2019 - June 30, 2020

Participant Category Individuals

Average client fee, if applicable $0.00

Beginning Participant Age 20

Ending Participant Age 65

Reflect the projected total number of participants to be served by your organization/department in the section below.

Within PSD Boundary: 500

Larimer County (Excluding PSD): 250

Colorado (Excluding PSD and Larimer County): 50

National (Excluding PSD, Larimer County and CO): 0

Total Participants: 800

Provide additional demographic information about the participants served by this request (e.g. age, education level or background, family income, free and reduced lunch %, primary language). If possible, please also break out demographic information for participants within the PSD boundary.

Fill out this narrative section based on the prompt above.
How are the participants for this request identified, selected, and recruited? Is there typically a waitlist for the program? If so, what is the average number of participants on the waitlist at any one time and how long is the average time on the waitlist?
(Note: If you are working in specific PSD schools, explain why you are targeting the specific school and students.)

Fill out this narrative section based on the prompt above.

Prior Year Participant Information

Prior Year Organization/Department Budget $750,000.00

Prior Year Timeline July 1, 2018 - June 30, 2019

Participant Category Individuals

Average client fee from prior year, if applicable $0.00

Beginning Participant Age 20

Ending Participant Age 65

Reflect the total number of participants for the prior year in the section below.

Within PSD Boundary: 350

Larimer County (Excluding PSD): 200

Colorado (Excluding PSD and LC): 35

National (Excluding PSD, LC and CO): 0

Total Participants: 585
If you anticipate a variation (+/- 20%) between the prior year actual and this request's projected number of participants, please explain.

Fill out this narrative section based on the prompt above.

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Will this request provide services directly at a PSD school, or in direct partnership with a PSD school?

No

Please save your application now. Once saved, click “edit” at the top of the application to continue. Please note that the application formatting will change slightly when you are not in "edit" mode.

Impact

Community Need

What is the specific need or opportunity your Pharos Fund request will address? How do you know this is a need in this community? Please provide any data you have to support your answer.

Fill out this narrative section based on the prompt above. Utilize existing data resources, including the Community Indicators Catalog linked on the Pharos Fund page of Bohemian’s website (bohemianfoundation.org/community-programs/pharos-fund)

Characters left for field: 956
Outcomes

We look to applicants to: a) identify the most important measurable outcomes for your organization or program; b) explain how your organization or program is doing on those measurable outcomes; and c) present what can be done to improve your organization’s or program’s performance.

Describe your request’s three most important measurable outcomes. Explain how achieving these outcome targets will impact the need or opportunity identified above.

Fill out this narrative section based on the prompt above. The three most important measurable outcomes you list/explain here should also be reflected in the outcomes table (referenced below) that you will upload at the end of the application.

Characters left for field: 956

Using the outcomes table (available for download here), explain how your request will measure progress towards each of the outcomes mentioned above during the grant term. Please upload the table in the “Document Upload Section” at the end of the application.

What results have you achieved in the past 2-3 years? Have your outcomes or targets changed? Please outline your process for setting and adjusting targets.

Fill out this narrative section based on the prompt above.

Characters left for field: 942

We believe that stories, alongside outcome data, can convey meaningful change. What one story do you feel best conveys the impact you’re creating?

Fill out this narrative section based on the prompt above.

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Are there other agencies that perform similar services? If so, how do you prevent duplication of services and / or partner where possible? How is your organization or services different than other similar organizations or services?

Fill out this narrative section based on the prompt above.

Characters left for field: 542
Expense and Revenue Information

If specific line items have significant variability (+ / - 10%) between the prior year actuals and the projected budget, please explain.

Fill out this narrative section based on the prompt above.

Optional: Use the space below to provide additional information about the expense and/or revenue budget to be uploaded at the end of the application. If your organization experienced a deficit within the last year (per audit and/or organization budget-to-actuals), please explain.

Optional: Fill out this narrative section based on the prompt above.

In the section below, categorize only the revenue related specifically to this request. Also identify total fundraising expenses, if relevant.

Note: The total revenue in the section below should match the total revenue in the request budget uploaded at the end of the application.

Request Revenue

**Philanthropic Support**

Foundation and Corporate Grants: $600,000.00

Individual, Board, and Other Donors (including major gifts): $50,000.00

Fundraising or Special Events Revenue: $50,000.00

**Other Support**

Government Grants (e.g. CDBG): $25,000.00
Government Contracts (e.g. fee for service): $75,000.00

Client Fees or Earned Revenue: $0.00

In-Kind Support: $0.00

Other (Please explain in narrative question above): $0.00

Total Revenue: $800,000.00

Total Philanthropic Revenue: $700,000.00

Organization Expenses: $800,000.00

Fundraising (or Special Event) Expenses: $10,000.00

Does your organization have a personal giving policy for your board? On average, what is the percentage of board members that contribute personally to your organization?

Fill out this narrative section based on the prompt above.

Characters left for field: 392

Please save your application now. Once saved, click “edit” at the top of the application to continue. Please note that the application formatting will change slightly when you are not in “edit” mode.

▼ Additional Information

Looking to the future, what is your big, audacious goal for your organization or program and its impact in this community?

Fill out this narrative section based on the prompt above.
What else would you like for us to know about your Pharos request or your organization that we haven't already asked?

Fill out this narrative section based on the prompt above.

BOHEMIAN FOUNDATION NONDISCRIMINATION POLICY

It is the preference of Bohemian Foundation that all grantee organizations have in place a board-approved Nondiscrimination Policy that specifically includes and lists sexual orientation and gender identity and requires compliance with all other applicable federal and local nondiscrimination laws.

Please select the option below that best describes your agency's Nondiscrimination Policy at this time.

- Agency does have in place a board-approved Nondiscrimination Policy that specifically includes and lists sexual orientation and gender identity.
- Agency plans to adopt a board-approved Nondiscrimination Policy that specifically includes and lists sexual orientation and gender identity.
- Agency declines to adopt a board-approved Nondiscrimination Policy that specifically includes and lists sexual orientation and gender identity.

Please save your application now prior to uploading documents. Once saved, click “edit” at the top of the application to continue. Please note that the application formatting will change slightly when you are not in "edit" mode.

Document Upload Section

Please upload the following documents.
Note: After uploading each document, the name will disappear from the original list. After saving your application, the uploaded documents will show up in the "Request Documents" box below. All the documents listed are required and you will not be able to submit the application until all documents are uploaded.

Please upload an organization expense and revenue document(s) that corresponds with the following timeline and total expense and revenue amounts:

Request Timeline: July 1, 2019 - June 30, 2020

Total Organization Revenue: $800,000.00
Total Organization Expenses: $800,000.00

Organization Request Expenses and Revenue

Please upload a prior year organization budget to actual comparison that corresponds with the following timeline and total expense amount:

Prior Year Timeline: July 1, 2018 - June 30, 2019

Organization’s Prior Year Expenses: $750,000.00

Organization Prior Year Budget to Actual

Please upload the most recent versions of the following documents:

Note: for organization financial statements, please submit your organization’s audited financials for the most recently completed fiscal year (June 30, 2019). If your audited financials are not recent (over six months from the reporting period end date), please also submit your organization’s most recent Board approved internal financial statements, including a Profit and Loss Statement and Balance Sheet.

If your organization does not have audited financials, upload your organization’s most recent Board approved internal financial statements, including a Profit and Loss Statement and Balance Sheet.

Board List
Most Recent 990
Organization Financial Statements

Please upload a completed Top 5 Funding Sources document (find the template here) and Outcomes Table (find template here):

Pharos Outcomes Table
Top 5 Funding Sources

Request Documents

Congratulations! You have reached the end of the application.

To save, click the “Save” button at the top right of the application. After you save, you can make modifications by clicking “Edit” or send it for our review by clicking “Submit.”

Once you click "Submit," you will no longer be able to edit your application.

IMPORTANT: After submitting your application, please review the “Reports” section of your grantee portal to see if you have any reports due. Past due reports must be received in conjunction with new requests in order for your organization to be considered for funding during the current grant round.