COVID-19 PPE MEDIUM GRANTS HUMANITARIAN HEALTH PROGRAM - HOW TO APPLY FOR A GRANT

August, 2020
The “COVID-19 PPE MEDIUM GRANTS HUMANITARIAN HEALTH PROGRAM” seeks to provide grants to private foundations or fiscal sponsors that can provide PPE to Health Professionals in Venezuela.

This is an open call to organizations to present proposals.

Priority will be given to proposals with activities targeted towards helping Venezuelan health professionals to prevent the infection of COVID-19, by providing them with personal protection equipment.
The Foundation estimates it will award up to $400,000 through the Simon Bolivar Foundation Covid-19 PPE Medium Grants Humanitarian Health Program. Grants will range between $50,000 to $100,000 per year per Project to qualified charitable organizations.

Estimated Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>August 28, 2020</td>
<td>Application portal open</td>
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<tr>
<td>September 11, 2020</td>
<td>Deadline for applicants. Application portal closes</td>
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<tr>
<td>Sept 11-18, 2020</td>
<td>Proposal evaluation and organization screening of applicants</td>
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<tr>
<td>September 25, 2020</td>
<td>Notification applicants and beginning of agreement process for approved proposals</td>
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The Foundation reserves the right to amend the estimated dates or terminate the Program at any time and without notice.
The Foundation evaluates all proposals together with an independent volunteer community Advisory Team. The Team is composed of leaders who have in-depth knowledge and expertise in the non-profit field and/or in an area of health. The Team reviews and scores proposals using established criteria and rubric. Proposals will be scored on their ability to achieve impact in:

1. Addresses the “COVID-19 PPE MEDIUM GRANTS HUMANITARIAN HEALTH PROGRAM” objectives: Provide health professionals in Venezuela with personal protection equipment to prevent the infection of COVID-19. 
2. Budget and Cost-effectiveness
3. Project design/plan
4. Project impact
5. Implementation time frame.

RUBRIC SCORING
The rubric is defined in the table below. All proposal will need to score above 4 to be approved
Evaluators will numerically score each of the five rubric areas. The highest scoring proposals will be considered for funding.

<table>
<thead>
<tr>
<th>Scores less than 4</th>
<th>Scores between 4 and 5</th>
<th>Scores 6 and above</th>
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</thead>
<tbody>
<tr>
<td>1. PROJECT PROPOSAL MEETS PROGRAM PRIORITIES</td>
<td>1. Meets expectations for one funding priority</td>
<td>1. Strong alignment and connection to one or more funding priorities</td>
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<tr>
<td>• Does not address any program priorities effectively</td>
<td>1.</td>
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# COVID-19 PPE MEDIUM GRANTS HUMANITARIAN HEALTH PROGRAM” SCORING RUBRIC

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<tr>
<td><strong>2. BUDGET AND COST-EFFECTIVENESS</strong></td>
<td>Budget does not include sufficient line items or sufficient amounts for activities</td>
<td>Budget includes sufficient detail and sufficient amounts for all proposed activities Meets expectation achieve project objectives with proposed budget</td>
<td>Budget is highly detailed and includes a clear and realistic picture of how funds will be expended for proposed activities Far exceeds expectation to achieve project objectives with proposed budget</td>
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<td><strong>3. PROJECT DESIGN/PLAN</strong></td>
<td>Project has no or unclearly stated goal(s) and objective(s) Activities are not logically linked towards achieving any goals or objectives</td>
<td>Project has at least one goal and/or objective addressing program priority Proposal has a basic plan with activities that build towards achieving stated goal(s) and objective(s)</td>
<td>Project has SMART (Specific, Measurable, Attainable, Relevant and Timely) goal(s) and/or objective(s) addressing one or more program priorities Project has a highly detailed plan with suitable activities to meet goals and objectives</td>
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<td><strong>4. PROJECT IMPACT</strong></td>
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<td>- Community or beneficiaries are minimally benefitted</td>
<td>- Community or beneficiaries receive benefits during course of project</td>
<td>- Benefits will outlast the project or program</td>
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<td>- Beneficiaries don’t gain appropriate or useable skills/knowledge or appropriate services</td>
<td>- Beneficiaries gain skills/knowledge or receive adequate services</td>
<td>- Beneficiaries gain high value skills or knowledge or receive high quality service delivery</td>
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<td>- Project may have negative impact on beneficiaries or community</td>
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<td>- Project addresses root causes of a problem or issue</td>
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<th><strong>5. IMPLEMENTATION TIME FRAME</strong></th>
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<td>- Project can be implemented effectively in 4-6 months.</td>
<td>- Project can be implemented effectively in 2-4 months.</td>
<td>- Project can be implemented effectively in 1-2 months.</td>
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ONLINE GRANT PORTAL

The Foundation will accept proposals on its online grants management system. Organizations will need to create an account and complete the application. You can find the application under “Grants & Grantees”

http://www.simonbolivarfoundation.org/
APPLICATION-ORGANIZATION CONTACT INFORMATION

Organization Contact Information

*Organization Name

*Organization Address (line 1)

Organization Address (line 2)
Include suite or office number

*Organization City

*Organization State
Select

*Organization Zip Code

*Organization Phone
Format: 555-555-5555

Organization Fax
Format: 555-555-5555

Fill in your organization’s contact information.
All fields with an * are mandatory
Fill in your organization’s contact information. All fields with an * are mandatory.
If your organization is a 501c3-click “no”

A fiscal sponsor is a 501c3 organization who agrees to be the legal entity to receive a grant on your organization’s behalf if it doesn’t have charitable status with the IRS.
Fill in your organization’s information.
*Please list the primary sources of funding for your organization for the last 3 years.

*Provide a list Board of Directors and Officers and their work/community affiliations. (maximum 500 characters)

Please note that all organizations, its staff members and board members will be screened.
Direct beneficiaries can be defined as individuals who participate directly in the project and benefit from its implementation. For example, a patient.

Indirect beneficiaries are often, but not always all those living within the zone of influence of the project. For example, a patient’s family.
These questions are for the project that you are proposing. Only include information for the activities, goals, outcomes that will be achieved using the funds from this specific grant. Do not include past activities or activities that will not be funded by the SBF.
Organizations may request up to 20% in their budget for Operation and Administrative Costs.

**Program Implementation Costs**

Any budget line item for activities or expenses that directly impact beneficiaries. For example, medicine, travel, program staff salary, etc.

**Operation and Administrative Costs**

Any budget line item for activities or expenses that cover general operating costs of your organization. For example, internet, administrative personnel, accounting, equipment.
GENERAL ELIGIBILITY REQUIREMENTS AND EXCLUSIONS

• Submit proposals in English.
• Provide copies of the organization’s governing documents and list of its current directors and officers.
• Certify tax-exempt status under Section 501(c)(3) of IRS Code or provide a fiscal sponsor, which is a 501 (c) (3) organization who agrees to be the legal entity to receive a grant on your organization’s behalf if it doesn’t have charitable status with US Tax authority (IRS).
• Not discriminate on the basis of race, religion, creed, national origin, disability, handicap, age, sexual orientation, marital status, veteran status or any other basis prohibited by applicable law
• Must not have among its directors, officers and representatives, and must not employ any individual that is employed by or represents (and is not a spouse or equivalent, ancestor, child or child's spouse/equivalent, grandchild or grandchild's spouse/equivalent, or great-grandchild or great-grandchild's spouse/equivalent of anyone employed by) the Foundation, CITGO Petroleum Corporation ("CITGO"), Petroleos de Venezuela S.A. ("PDVSA"), or any affiliate or subsidiary of the Foundation, CITGO or PDVSA; and/or any governmental agency or body, CITGO, PDVSA, or any affiliate or subsidiary of the Foundation, CITGO or PDVSA.
• Meet the compliance requirements and any other requirements of the Foundation to receive a grant
• Your proposal will be reviewed and evaluated by the Advisory Team using the established criteria
• The Advisory Team will make its funding recommendations to the Foundation
• The Foundation will make final funding decisions before September 25, 2020 depending on the applicants.
• The Foundation will inform applicants of funding decisions on September 25, 2020 depending on the applicants
• Your organization may always check its application status on the online grants management portal
• Please note that the Foundation will conduct due diligence on all applications including, but not exclusive of:
  • Confirming charitable status with the IRS
  • Screening of all listed staff, volunteers and partners (local and international) in U.S. and International Databases (International trade watch lists, law enforcement agencies, anti-money laundering checklists, financial watch lists, country-wide restrictions list, Dow Jones Watch List