



Matching Grant Guidelines

Application Open: August 1

Application Deadline: November 1, 5 p.m. ET

Grant Period: January 2025 - January 2026

If a deadline falls on a Saturday, Sunday, or legal holiday, the deadline date will be the next business day.

The Florida Foundation for Architecture is a nonprofit organization that exists to advocate the value of architecture to audiences beyond the profession. This is accomplished through foundation events, publications and grants for programs that feature architecture and are open and available to the public.

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Introduction

Mission

The Florida Foundation for Architecture is a nonprofit organization that exists to advocate the value of architecture to audiences beyond the profession. This is accomplished through foundation events, initiatives and programs which feature architecture and are open and available to the general public and related professions as well as architects.

Program Description

In 2022, the Florida Foundation for Architecture board approved the matching grant fund to support the mission of the foundation of advocating, educating and promoting the value of architecture to audiences beyond the profession. The purpose of this program is to expand the reach of this mission.

Core impact areas include education, advocacy, increased awareness and recognition of the value of architecture to the general public. The goal of the matching grant program is to assist in the funding of events, programs or initiatives that align with the mission of the foundation.

Program Highlights:

Amplifying Impact: Our grant program is designed to amplify the impact of events, programs, and initiatives initiated or supported by a component of AIA Florida that align with our foundation's mission. By offering financial support to AIA Florida components, we empower creative endeavors that bring architecture to the forefront of public consciousness.

Diverse Initiatives: We welcome a diverse range of proposals that engage audiences of all backgrounds and ages. Whether it's hosting exhibitions, lectures, workshops, or interactive installations, we encourage innovative approaches that make architecture accessible and intriguing to everyone.

Strengthening Education: A core aspect of our grant program is supporting educational initiatives. We prioritize projects that educate the public about architectural principles, history, and the role of architecture in shaping our communities. This includes collaborations with schools, universities, and nonprofit organizations.

Inspiring Awareness: Grants are awarded to initiatives that spark curiosity and promote awareness of the value of architecture. Through thought-provoking events and interactive experiences, we aim to ignite discussions and conversations that highlight the impact of architecture on our lives.

Cultivating Collaboration: We believe in the power of collaboration. Our grant program encourages partnerships between the AEC community and neighboring industries who may indirectly work on projects

with architects or work in an environment that is influenced by AEC professionals, yet the connection isn't obvious or even understood. By working together, we can create multidimensional experiences that resonate with a wider audience.

Transparent Selection Process: The grant selection process is transparent and rigorous. Submissions are reviewed by a panel of experts who evaluate each proposal based on alignment with our mission, potential impact, creativity, feasibility, and community engagement.

Measurable Outcomes: We emphasize the importance of measurable outcomes. Grant recipients are encouraged to track and report the impact of their initiatives, helping us measure the success and effectiveness of the program in advancing architectural understanding and public awareness.

Application Guidelines: Prospective grant applicants can access detailed guidelines and criteria in this document. These guidelines provide clear instructions on how to submit a proposal, ensuring a smooth and streamlined application process.

Through our grant support, we are dedicated to empowering individuals and organizations to contribute to the broader conversation about architecture. By providing financial support and resources, we aim to cultivate a society that recognizes, values, and celebrates the significance of architecture in our world. Join us in shaping a future where architecture becomes a shared passion, accessible to all.

Eligibility

Timeline

AIA FL Convention	Grant Announced and Review Committee Appointed
August, 1	Grant Application Open
November 1	Grant Applications Closed
November 2 - December 31st	Review and Approval Period
January 1	Grant Award
January, 2025 - January, 2026	Grant Award Period
February, 2026	Grant Closeout Deadline

General Eligibility

All applicants must meet the following basic eligibility requirements at the time of application:

1. All current and previous grant recipients must be in good standing with the foundation at the time of the application. Good standing means previous grants must have been spent and closed out meeting the requirements of the grant guidelines.
2. Applicant organizations must either be a component of the AIA within the state of Florida or submit with the support of a component of the AIA within the state of Florida.
3. All proposals must meet the proposal type requirements and benefit an audience within the state of Florida.
4. All awarded grants are required to include FFA on all advertising and marketing material.
5. Award recipients will be required to submit to the Foundation a minimum of images/photos showcasing the event, and its attendees, to include any media articles or stories.

Ineligible Activities

Any event or program which doesn't communicate the value of architecture to the general public.

Proposal Types

Applicants should select the Proposal Type that best aligns with their mission and programming.

1. **Education** is intended to cultivate the learning and development of students and teachers by promoting, encouraging and supporting architecture as an integral part of education and lifelong learning.
2. **Awareness** is intended to raise awareness of the value of architects to the general public; including the health, safety and welfare of occupants of the built environment.
3. **Recognition** is intended to help the public connect with well-known public buildings and see buildings from a different perspective.

Proposal Budget Requirements

The applicant organization must submit a proposal budget outlining expenses and income. Applicants are encouraged to break out income into grant funds, cash match and in-kind.

1. Grant funds - these are the funds you are requesting.
2. Cash match - these are funds your organization will contribute from your general fund or program income.
3. In-kind - this is the value of donated goods and services that are contributed to the proposal.

About the Application

Grant Period

All proposed activity must take place within a 13-month grant period.

- The grant period start date is January 1st in which requested grant funding is appropriated by the Florida Foundation for Architecture board.
- The grant period end date is the end of January the next year of award, all awarded funds must be used prior to being awarded another grant.

Matching Amount

General Program Support grants have a minimum request amount of \$250 and a maximum request of \$2,500 based on proposal type and funding availability.

Grant Closeout Requirements

Close-out Process: Each applicant would need to provide proof of spending of award and that they matched or exceeded their contribution within 30 days of the spend or by the final closeout period. To apply for another grant, previous grant recipients must meet grant closeout requirements for the previous grants prior to the submission deadline of the new grant application.

How to Apply

Form

Applications are only accepted through this [online form application](#).

Supporting Materials

Required Attachments

The following required materials must be uploaded into the online grant application system. Attachments and support materials will not be accepted by any other method.

- Program Budget
- Demonstration of Quality of Offering
- Demonstration of Impact
- Demonstration of Track Record (Past grant awardees only)

Support Materials

In addition to the Required Attachments, additional support materials will be considered by the review committee.

Review Criteria

Review Committee Appointment

Annually the Florida Foundation for Architecture (FFA) Chair will appoint a Grant Review Committee ahead of the AIA Florida Convention. This committee will serve as the review body for the grant application process of the term of their appointment.

The committee shall consist of the following members:

- FFA Chair or their appointee
- 3 or 5 members from the FFA board of directors (past or present).

Scoring of Application

All applications will be evaluated and scored using the following three criteria and required attachments (see Supporting Materials.)

- Quality of Offerings.
- Impact.
- Track Record applies to past grant recipients.

Quality of Offering

Demonstrate how the event or program benefits the public. Start & finish date. Total costs and source of funding. Applicants must demonstrate the quality of their offerings in all aspects of the proposal. **This criterion is worth a maximum of 50 points.**

- Reviewers will evaluate this criterion using the responses to questions related to the following information:
 - Applicant mission statement.
 - Programming description and budget.
 - Partnerships and collaborations.

Impact

Applicants must project the expected impact of their proposal. Reviewers will evaluate this criterion using the following information. **This criterion is worth a maximum of 50 points:**

- Estimated total number of individuals benefiting; public vs. architects participating in the event or program.
- Location and reach of programming.
- Programming impact.
- Marketing and promotion strategy.
- Diversity, Equity and Inclusion considerations.

Track Record

This criterion covers demonstration of past administration, planning, budgets and execution of past grant recipients only. Reviewers will evaluate this criterion using the following information. **This criterion is worth a maximum of 20 points:**

- Proposed Programming Evaluation Plan.
- Examples of similar initiatives performed by the applicant.

Scoring

First time applications must earn a minimum average score of 80 points to be recommended for funding. If the applicant is a previous grant recipient, a minimum average score of 90 points is required. The maximum number of points a first-time application can earn is 100. The maximum number of points previous grant recipients can earn is 120. Review members will individually score each application. The average of the individual reviewer scores will be rounded to three decimal places.