GRANT GUIDELINES

J.B. AND M.K. PRITZKER FAMILY FOUNDATION MISSION STATEMENT

The Pritzker Family Foundation was founded in 2001 by J.B. and M.K. Pritzker with a commitment to and a focus on social and economic justice and equity. Each area of focus for the Foundation was chosen because of the enormous inequities in those systems and a deep desire to create more just and equitable outcomes. The Foundation focuses its grantmaking in three areas: early childhood, community health, and civil and human rights.

The Pritzker Children’s Initiative (PCI), a program of the J.B. and M.K. Pritzker Family Foundation, is focused on catalyzing change in prenatal-to-age three policies, programs, and systems.

PRITZKER CHILDREN’S INITIATIVE (PCI) “NORTH STAR”

Every child is thriving and flourishing by age three. Every family has access to the resources and supports they need to help their children thrive.

PRITZKER CHILDREN’S INITIATIVE (PCI) GOALS

**Goal 1**: By 2027, 100% of families with children in the U.S. live in states and communities in which significant new public resources have been invested in PN-3 supports.

**Goal 2**: By 2027, 100% of families with children PN-3 that live in historically underinvested communities in PCI-funded “system” states are connected to resources they want and need so their families can thrive and with significant progress towards this goal being made by PCI-funded “movement” states.

ELIGIBILITY

PCI makes grants to organizations in the United States that the IRS has determined to be section 501(c)(3) charities or similar tax-exempt organizations and educational institutions.

PCI STRATEGIES

We recognize the deep disparities along racial/ethnic, socioeconomic, and geographic differences and are committed to closing the gap by ensuring equitable access to high-quality services.

**PN-3 Comprehensive Systems**

Support states and communities in the development and implementation of comprehensive, universal systems with targeted strategies to reach families furthest from opportunity as a result of systemic/institutional racism and poverty. Key aspects of this strategy include:

* Sharing best practices from states/communities that are culturally and linguistically responsive to the wants and needs of families.
* Providing support to states and communities to advance their PN-3 systems.
* Scaling high-quality PN-3 programs that are culturally and linguistically responsive and center the wants and needs of families.
* Measuring child outcomes at the population and program levels.

**National Movement Building**

Support the building and expansion of a national movement to increase investment in universal and targeted PN-3 services and supports to infants, toddlers, and their families, beginning prenatally.

**Power Building**

Expand leadership and power of organizations at the local, state, and national levels with strong connections to communities deeply impacted by systemic racism to lead and engage around PN-3 priorities.

* Seed and support state coalitions giving voice to community needs.
* Invest in leaders of organizations addressing community needs.

PROPOSAL PROCESS

Before asking you to submit a concept paper, the Project Officer will meet with you to determine if there is alignment between your goals and ours and if your proposed body of work will create the opportunity for the mutual advancement of those goals. If aligned, the Project Officer will invite you to share a concept paper, no more than three pages, describing the project, key deliverables, timeframes, and estimated costs.

Our Foundation does not have strict deadlines for submission for approvals. While this allows greater flexibility to react and hopefully accelerates grants, we understand that this also creates greater uncertainty in timing. Please inform us if there are specific timelines you are working within, and we can factor this into the process. The following timeline is from PCI’s perspective.

Please be sure to factor your schedule into the timeline because our response times will often be contingent upon when we receive information from you.

We want to be clear that while we will seek preliminary approval before asking you to start an Impact Plan, issues could arise at any point during the approval process that could result in the denial of the grant. The only indicator of final approval is a fully executed (signed) grant agreement.

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| **Step** | **Description** | **Timeframe** |
| **Concept Paper** | A brief, 2-3 page paper describing the project, deliverables, timeframe, and estimated costs. | Once received, the paper will be shared internally to garner preliminary approval. This process could take 2-3 weeks. |
| **Impact Plan** | This document is equivalent to a high-level work plan that describes the project objectives, strategies, deliverables, measures, and timelines. | This will be an iterative process that may include multiple revisions until we agree on the Impact Plan. The length of this process will depend on the complexity of the project. |
| **Proposal** | You will receive a link to our online application system, Foundant, from our Grants Manager. You will enter your proposal, which includes a description of your organization, the project, its alignment with PCI goals, the Impact Plan, the leadership team responsible for implementing the project, and the financial documents required for due diligence. | The timing for this phase is up to you. Once we have an agreed-upon Impact Plan, you will be asked to enter your proposal into Foundant. |
| **Proposal Approval** | Once your Proposal has been entered into Foundant, the Project Officer will complete an Investment Recommendation, and your financial documents will be analyzed to determine organizational stability. Finally, the Investment Recommendation, including financial due diligence, will be submitted to Foundation Administration for approval to develop a Grant Agreement. | This process should not take more than a week or two. You may be asked to provide additional information to conduct the organizational due diligence and potentially make additional changes to the Impact Plan to comply with concerns from Foundation leadership and legal counsel. |
| **Grant Agreement Development** | The approved Investment Recommendation is forwarded to the PFF legal team for review, approval, and development of the Grant Agreement. | This process takes about a week but could be delayed if the PFF legal team raises questions/concerns. |
| **DocuSign** | The Grant Agreement will be signed by the Foundation and forwarded to you via DocuSign for review and signature. | This will take 1-2 days. |
| **Initial Payment** | Once the Grant Agreement is fully executed, you will receive the initial payment via wire transfer. | This will take about a week unless the Grantee has designated a later start date for the grant. |

COMMITMENTS FROM ALL PCI GRANTEES

Generally, PCI expects grantees to:

* Promote PN-3 issues,
* Be responsive to requests for connections and resources,
* Share your work with the field,
* Provide feedback to PCI,
* Secure approval from PCI before publishing or disseminating materials developed with PCI funds, and
* Be responsive to requests from external evaluators during and after the project period.

Specific commitments will be codified in the grant agreement.

HOW WE PARTNER

PCI is committed to thought partnership and collaboration with the organizations we fund. PCI wants to learn from and with all our partners to inform our strategic objectives and the implementation of our strategies. We value what we can achieve together through open communication, transparency, boldness, and the lessons we learn from our failures. From the outset of grant concept development and throughout the life of the project, PFF staff work in partnership with our grantees. We respect and value your skills, expertise, content knowledge, and leadership in the field. We expect to exchange ideas, share knowledge, and communicate openly about what is working, what is not, and what we need to do to achieve our goals. We engage our partners in achieving our shared vision in the following ways:

* **Catalytic Investing to Support Sustaining Solutions**: PFF works with our partners to catalyze their ideas and practices in service of our mutual goals. We intend for our partners to use our initial investment to leverage additional support and resources to scale and sustain best practices, innovations, and solutions successfully. While PFF does not provide ongoing project and organizational support, we expect that our partners will continue to explore new frontiers in their work. We welcome evolving partnerships that support that innovation and align with our strategic priorities and commitment to catalytic investment.
* **Thinking and Acting Nimbly:** PFF is flexible in how it thinks, acts, and responds to partners’ ideas, practices, challenges, and opportunities. Likewise, PFF expects partners to be responsive, innovative, and influential in the fields in which they work.
* **Shared Accountability for Measuring Progress:** PFF seeks to catalyze measurable change in pursuit of our strategic vision. As a result, PFF holds itself and our partners accountable to a high degree of rigor, identifying and tracking measures of progress through consistent communication with our partners to ensure that the project will progress toward our goals.

PROHIBITED ACTIVITIES

PCI will not fund proposals that discriminate on the basis of race, color, sex, sexual orientation, religion, age, national/ethnic origin, political beliefs, veteran’s status, disability, or any other factor prohibited by law.

As a private foundation, PCI does not fund lobbying or political campaign activities, regardless of whether such activities are otherwise permissible for the Grantee or its partners. In addition, grantees are required to agree not to use PCI funds to carry on propaganda, or otherwise to attempt to influence any legislation, within the meaning of Section 4945 of the Internal Revenue Code of 1986, as amended (the “Code”), and the Treasury Regulations thereunder.

PCI will consider funding proposals that contain educational and issue advocacy activities only so long as such activities do not include or involve any request or ask for support of the issues as part of a campaign promise or other intervention in the political campaign.

In certain cases, if Grantee’s proposal includes a combination of permissible and impermissible activities, the Foundation *may* consider whether it is feasible to fund only the permissible portion. In such cases, Grantees should include a detailed budget outlining expenses related to lobbying activities for PCI’s consideration.

If there is a question as to whether PCI is able to fund the activities contemplated under a Proposal, PCI may request additional information and consult with its advisors.