



ASLAN FOUNDATION

FREQUENTLY ASKED QUESTIONS

ONLINE GRANT APPLICATION AND REPORTING

I'm having trouble logging into my organization's account. What should I do or whom should I contact?

For help logging into your account, please contact grants@aslanfoundation.org or click the "Forgot Password?" button underneath the "Login" button.

Why can't I access the online application when I log in?

The micro-grant application is accessible when the micro-grant cycle is open, beginning October 30th and closing November 30th each year.

The invitation-only grant application is accessible to selected organizations from June 30th through July 30th each year.

How do I submit my grant report?

To submit a grant report, click the "Applications and Reporting" link in the upper right corner of the grant portal home screen and then find the report to be completed under the "Reporting" section. To save and return to the report later, click "Save." To submit the report, click "Submit."

How do I know if the Aslan Foundation received my application or report?

Once an application or report is submitted, the system will send an email notification to the organization.

Application status is also available by navigating to "Organization Profile," and then clicking on "Grants" and "Status." If the application status is marked as "Submitted" but an email was not received, try checking email spam/junk folders.

GENERAL GRANT QUESTIONS

What are the Foundation's grantmaking priorities?

The Aslan Foundation supports 501(c)(3) organizations serving the greater Knoxville area. Priorities for grantmaking include arts and culture, animal welfare, land conservation, historic preservation, parks, and advancing livability in Knoxville.

What are the basic requirements to be eligible for a grant?

U.S. 501(c)(3) organizations whose work benefits the greater Knoxville area are eligible to apply for funding. There is not a defined area in square miles for the foundation's grant funding. Please email grants@aslanfoundation.org if you are unsure if your organization is eligible for grant funding.

What types of grants may I apply for, and when are grant applications open?

The Aslan Foundation has a simple micro-grant application process for awards of \$2,000. Applications open October 30th and close November 30th each year. The invitation-only grant application process is open from June 30th through July 30th each year for program, capital, and capacity-building grants. If your organization would like to be considered for an invitation to this application process, please email a single-page letter of inquiry to grants@aslanfoundation.org no later than April 30th. The staff will send out invitations to apply by June 1st each year.

How do I submit a letter of inquiry for the invitation-only grant cycle?

To be considered for the invitation-only grant program, email a one-page letter of inquiry to grants@aslanfoundation.org no later than April 30th. Please explain what funding you would like to apply for and its impact on the Knoxville community.

May an organization apply for funds during both grant cycles in the same calendar year?

Organizations may apply for funding during both grant cycles. However, the foundation encourages organizations to consider whether both cycles are the best fit for their needs.

May I talk to someone in advance of an application or letter of inquiry to determine whether my funding request is viable?

Aslan Foundation staff is often available to talk to potential grantees. Please email grants@aslanfoundation.org to schedule an appointment.

What other types of support does the Aslan Foundation offer?

The Aslan Foundation supports the greater Knoxville community through three charitable initiatives. In addition to grantmaking, the foundation partners with the City of Knoxville to conserve land, develop recreational facilities, and preserve historic sites. The Aslan Foundation also funds its own projects to serve the Knoxville community. Past and current projects include High Ground Park, the Loghaven Artist Residency, the Eugenia Williams House, and the Candoro Marble Building.

GRANT ANNOUNCEMENTS, TIMING, AND PROCESS

How will I be notified of funding decisions?

Organizations will receive a decline or acceptance letter in the mail by September 15th for the invitation-only grants and December 20th for the micro-grants.

May I set up a meeting with an Aslan Foundation staff member to review the decision made about my application?

Organizations may set up a phone call for feedback regarding funding decisions by emailing grants@aslanfoundation.org.

Are there any guidelines or restrictions on how we may share the news of our grant? (Social media sharing, email marketing, etc.)

Please acknowledge the Aslan Foundation in the same manner that you recognize other donors at the same funding level. The foundation does not send out announcements regarding its grants.

Do you have a list of past and current grantees that I can access?

Grantees are listed on the Foundation's 990-PF, available at guidestar.org.

How do I stay current on news and developments at the Aslan Foundation?

The Aslan Foundation maintains a website for general information, aslanfoundation.org. Some of the foundation's projects maintain websites and participate in social media, such as loghaven.org.

COMMUNICATIONS GUIDELINES

May I use the Aslan Foundation's logo?

The Aslan Foundation will provide you with a logo to use for acknowledgment if you are a current grantee.

I would like to write a press release or statement about our grant. How do I describe the Aslan Foundation?

Founded in 1994 by Lindsay Young, the Aslan Foundation preserves beauty, advances livability, and supports cultural assets in the Knoxville area.