

## Kirschner Trusts Grant Guidelines (2023-24)

### **IMPORTANT DATES & DEADLINES**

**Grant Application Opens:** Tuesday, September 5, 2023  
**Letter of Intent (LOI) Deadline:** 5 p.m. on Friday, October 20, 2023  
**Grant Application Deadline:** 5 p.m. on Friday, October 27, 2023  
**Decision Notification Timeline:** Early to mid-December 2023

**GRANT RANGE:** Up to \$50,000

### **PROGRAM OVERVIEW**

Phil Kirschner, the son of a Polish immigrant, arrived in Muskogee in 1905 and drilled his first oil well at the age of 22. He married his wife Roberta Landwirth in 1954 and together, they became quiet, yet generous, philanthropists. Much of their charitable efforts centered on supporting youth with disabilities, Jewish causes, and Muskogee nonprofits.

After Phil's death in 1981, five charitable trusts were established to ensure their legacy would live on. After Roberta's death in 1985, her daughter, Miriam Freedman, continued administering the trusts. In 2013, after overseeing the family's foundation for more than 30 years, Miriam transferred the Kirschner Trusts to the Oklahoma City Community Foundation. Today, the Kirschner Trusts continue to award grants to organizations that support causes important to the family.

### **FUNDING CATEGORIES**

#### **CATEGORY 1: Jewish Education, Culture & Heritage**

**Funding Goal:** To support Jewish organizations that provide **1)** educational programming specifically targeted to children and young adults (ages 0 - 24) of Jewish heritage, **2)** promote and/or preserve Jewish religion and cultural heritage, and/or **3)** provide essential social services to Jewish community members.

Organizations applying for funding in this category can choose one of two grant types:

- 1. Project/Program-Specific Grant:** A grant that supports a defined project or program, which includes a set of linked activities, a specified timeline, and a predetermined cost.
- 2. General Operating Support Grant:** A grant that supports the overall mission of the nonprofit organization, rather than a specific project or program.

#### **CATEGORY 2: Educational & Vocational Opportunities for Children & Young Adults with Intellectual and Developmental Disabilities (I/DD)**

**Funding Goal:** To support organizations that provide children and young adults with I/DD (ages 0 - 24) educational and vocational opportunities that contribute to long-term independence and self-sustainability.

Organizations planning to apply under this funding category should note the following:

1. Organizations applying for funding in this category may only request a **project/program-specific grant**. This type of grant supports a defined project or program, which includes a set of linked activities, a specified timeline, and a predetermined cost.
2. Social services are beyond the scope of this grant program.

### **CATEGORY 3: Eastern Oklahoma Nonprofits**

**Funding Goal:** To support organizations that are actively addressing social, economic, and educational needs within their communities. **Strong preference will be given to Muskogee-area organizations.**

Organizations applying for funding in this category can choose one of two grant types:

1. **Project/Program-Specific Grant:** A grant that supports a defined project or program, which includes a set of linked activities, a specified timeline, and a predetermined cost.
2. **General Operating Support Grant:** A grant that supports the overall mission of the nonprofit organization, rather than a specific project or program.

### **ELIGIBILITY**

- 501(c)(3) nonprofit organizations that serve and are located in the state of Oklahoma.
- Nonexempt organizations that qualify for the use of charitable dollars such as schools, local government agencies, or state/city-connected agencies may apply as long as the funding request is for public programs that take place in Oklahoma.
- Grants will not be made to individuals or private foundations.

### **FUNDING LIMITATIONS**

Funding for the following items is generally not supported:

- Fundraising events/activities
- Capital campaigns
- Vehicle purchases
- Retroactive projects

### **APPLICATION PROCESS**

#### **1) Submit a Letter of Intent (LOI)**

All potential applicants must fill out an online LOI form **no later than 5:00 p.m. on Friday, October 20, 2023**. To complete an LOI, go to our online grant portal ([click here](#)) and refer to the instructions on the homepage to log in. Once logged in, you will select the “Apply” icon in the top left-hand corner of your screen and input the access code **KIRSCH24**. Please direct all login and access questions to Keaton Van Sickle at [k.vansickle@occf.org](mailto:k.vansickle@occf.org).

#### **2) Complete an Official Application**

If you meet the eligibility requirements, you will receive an email granting you access to the official application. The deadline to apply is **5:00 p.m. on Friday, October 27, 2023**.

### **QUESTIONS?**

Contact Leslie Woodward at [L.woodward@occf.org](mailto:L.woodward@occf.org) / (405) 606-2911.

## FAQs

### **If my organization received a Kirschner Trusts grant last year, am I eligible to apply again this year?**

Yes, you may apply if the following conditions have been met:

- The funds from your previous grant have been fully expended
- All follow-up evaluation reports have been submitted

### **When will I be notified of a funding decision?**

All applicants will be notified of a decision following the annual Kirschner Trusts Trustee meeting that takes place in early December 2023.

### **What is the timeline to implement my project/expend the awarded grant funds?**

You may start your activities shortly after you receive notification of your award being notified of your award (expected in early to mid-December 2023). If you would like to align your timeline with our funding cycle (outlined below), you will have approximately 11 months to finalize your project activities, utilize the awarded funds, and submit your final evaluation report. Please note that aligning your activities with our funding cycle is optional, but you will not be eligible for another grant until the conditions mentioned above are met.

#### **Kirschner Trusts 2023-24 Grant Cycle:**

- **Early September 2023 – late October 2023:** Application submissions
- **November 2023:** Internal application review process (all current grantees who intend to reapply for funding must submit final evaluations to be eligible for renewed funding)
- **Early to mid-December 2023:** Trustee meeting and grant award notifications
- **Mid-December 2023 – mid-November 2024:** Project implementation

### **Can I submit more than one application?**

Yes, but due to funding limitations, we are only able to award one grant per organization per funding cycle.

### **Can I request funding for the same program or project that I previously received a grant for?**

Yes. Ongoing projects and programs are eligible for renewed funding.