2025 IRUSA Domestic Grant Guidelines

OUR MISSION

Islamic Relief USA provides relief and development in a dignified manner regardless of gender, race, or religion, and works to empower individuals in their communities and give them a voice in the world.

IRUSA DOMESTIC GRANTS FUNDING

Please carefully review these guidelines. The guidelines explain the eligibility requirements, application process and how to connect with the IRUSA Grants team. **The application will open March 3rd, 2025.**   Submissions will be broken down into a two-stage review process:

- Submission of an organizational profile to be reviewed by IRUSA Staff. **Organizational profile will be due Friday, March 21st, 2025, at 4 p.m.**

- If the organizational profile is approved, **a program proposal will be due Friday, April 30th, 2025.**

Please note both deadlines.

IRUSA makes investments across four categories that covers a broad array of sectors. The proposed project must fit IRUSA's mission, vision and values, and addresses one or more of the following social issues:

- ***Food Security*** grants that tackle the growing problem of irregular availability and irregular access to food across the United States. These grant funded programs will create holistic, evidence-based solutions to food insecurity in the United States. The program should recognize and address the detrimental social, economic, and health effects of food insecurity on local communities. IRUSA will focus on funding programs that offer case management and other wrap-around services in addition to providing food to its beneficiaries.
- ***Healthcare*** grants that bridge gaps in healthcare services and address various health disparities in the United States. Grant partners offer primary, specialty and/or mental health care to patients who are under-represented and under-served - especially individuals with refugee status.   IRUSA will fund licensed, non-profit, healthcare facilities using evidence-based treatment that offer care at absolutely no charge to the beneficiary.
- ***Refugee and Immigrant Services*** grants that address and meet various needs of refugees and immigrants in the United States. Grant partners should implement programs that promote self-sufficiency and resilience for the post 90-day period after

government support ends. This grant-funded program is specifically looking to support career development, ESL classes, citizenship classes, and social service referral programs.

- Select **Community Development** grants for projects that address social issues. IRUSA is targeting programming that addresses domestic violence intervention, at-risk youth, inclusivity of special needs populations, and community cohesion.

ELIGIBILITY

- Eligible applicants can include:
  - US-based 501(c)(3) public charities in good standing with the IRS and their State regulatory agencies.
  - Religious organizations, with an established IRS 501(c)(3) designation (that files IRS 990 Tax Returns).
  - Fiscal sponsorships are not able to apply.
- Organizations with expense budgets that range from $100 thousand to $3 million, according to their 2023 filed 990 IRS total expenses. *(strongly desired, but not required)*
- A minimum of three full active years from the date of the IRS 501(c)(3) Eligibility Letter. The latest inception date would be January 2022 (No exceptions).
- Organizations that have submitted their 2023 IRS 990 Tax Returns (not Draft or Client Copies). 2021 tax returns will not be accepted.
- Organization with prepared Board approved 2025 Organizational Budget that includes both detailed breakdown of revenue and expenses.
- Organizations need to be operating with a net positive/break-even budget. Organizations can not be operating in a deficit without assets to cover shortfall. IRUSA will use 2023 IRS 990 Tax Returns to verify.
- The proposed work must occur in the USA.
- The organization has a minimum five member active Board. Board members will be verified on the 2023 IRS 990 submission.
- The organization has a minimum of two paid staff members.
- Organizations must carry liability insurance active throughout the grant program period. Please note that health care facilities must carry a minimum policy of no less than $1 million per claim/occurrence and $2 million in the aggregate, and IRUSA and its directors, officers, agents, employees, and volunteers would be named as "additional insureds" under all applicable policies.
- Organizations must have the capacity to collect and report on key aggregate beneficiary demographic information.

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- Organizations that have current funding through other IRUSA programs, must reach out to the IRUSA Grant Manager before applying to this program. Please reach out two weeks prior to the deadline, at the latest, for submission.
- Each applicant can only submit ONE application to only ONE category.
- Organizations will be responsible to demonstrate eligibility in their initial application submission. Failure to do so will result in an immediate denied application.

AWARD AMOUNTS

Award sizes will be dependent on an organization's 2023 filed 990 IRS total expense budget. Award sizes ranging from $20,000 to $70,000 for one year.

- Total organization expense budget under $250K - Up to $25,000 award.
- Total organization expense budget between $250K and $500K - Up to $40,000 award.
- Total organization expense budget between $500K and $1M - Up to $50,000 award.
- Total organization expense budget between $1M and $3M - Up to $70,000 award.

TYPES OF FUNDING

- IRUSA is looking to support key beneficiary programs of your organization.
- IRUSA is looking to support sectors and programming mentioned in the introductory description. Please make sure your organization programming fits the criteria.

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BUDGET GUIDELINES

IRUSA Domestic Grants requires a detailed line item budget for proposed programming to be prepared by the applicant. All budgets must fit within the limits of their award tier, including both direct and indirect costs. **An applicant is allowed to apply up to 15% of their requested programmatic direct costs toward indirect costs.** For example, if they are requesting $20 thousand in direct costs to their program then they are able to request up to $3 thousand in indirect costs; with the sum of direct and indirect costs falling within their award tier.

Applicants can request the following **direct cost** categories in their budget:
- Personnel Costs:
  - Salaries and wages for project staff.
  - Fringe benefits (health insurance, retirement contributions, etc.).
- Consultant Fees:
  - Payments to external consultants or experts providing services to the project.
- Travel Expenses:
  - Transportation costs for project-related travel.
  - Accommodation expenses.
  - Per diem or meal allowances.
- Supplies and Materials:
  - Costs associated with purchasing necessary supplies and materials for the project.
  - Equipment
- Purchase or rental of equipment directly related to the project.
- Evaluation and Assessment:
  - Funds allocated for project evaluation, monitoring, and assessment.
- Administrative Expenses:
  - General administrative costs associated with running the project.
- Technology and Software
  - Costs related to the purchase or licensing of necessary technology or software.
- Facility Costs:
  - Rental or maintenance costs for facilities used in the project.
- Temporary Cash Assistance
  - Emergency cash assistance to beneficiaries. (IRUSA would prefer if this programming is not requested for this grant opportunity.)

Allowable **indirect costs** can include the following, with a limit of 15% of direct program costs:

- Administrative Staff Salaries:
  - Portion of salaries for personnel involved in overall administration, management, and support services.
- Office Supplies:
  - Costs associated with general office supplies and administrative materials.
- Rent and Utilities:
  - Costs related to office space, utilities, and other facilities necessary for organizational operation.
- Communication Expenses:
  - Costs for telephone services, internet, and other communication tools.
- Information Technology (IT) Support:
  - Costs related to IT infrastructure, support, and services for overall organizational needs.
- Financial Services:
  - Costs associated with financial management and accounting services.

Categories not listed can not be requested in an applicant's budget for this funding opportunity. Applicants should also review projects that will not be funded by this grant program.

RESTRICTIONS

Grant funds may not be used:
- to carry on lobbying activities.
- for partisan political activities.
- for capital campaigns or construction projects.
- to make a grant to any individual for travel, study or other similar purposes.
- to make a subgrant to any other organization.
- to undertake any activity for any purpose other than the approved charitable and educational purposes.
- To fund work focused on spreading a particular religious belief or that is limited to serving members of your organization.

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APPLICATION PROCESS

The application process will be conducted in a two-stage process. It will consist of an organizational approval, and then an invite to submit a project proposal. The entire process will occur on the IRUSA FLUXX platform. A link will be provided on our website on the opening date.

Please do not attempt prior to March 3rd, 2025, your submission will be deleted.

IRUSA FLUXX Platform Link: https://irusa.fluxx.io/user_sessions/new

Select the "Apply for US Grants" option.

Organizational Review

Once your organization answers the eligibility questionnaire on the IRUSA FLUXX platform, you will be sent a link to set up an account and organizational profile. Applicants will need to create an organizational profile on the IRUSA FLUXX platform. ***This segment will be due on Friday, March 21st, 2025 at 4:00 p.m***. IRUSA will not accept organization submissions for the 2025/26 grant cycle past the deadline.

Applicants will need to provide a number of items as a part of their organizational profile. We highly recommend that your organization perform an internal audit of the profile before submitting it.

Documents your organization will need for the profile:
- Copy of original Letter of Eligibility issued by the IRS indicating 501(c)(3) and tax exemption status. Latest Inception Date: January, 2022.
- Full, submitted 2023 IRS 990 Returns (not Draft or Client Copies) with all schedules. 2022 990 Tax Returns will not be accepted.
- 2025 Certificate of Good Standing (not EIN letter) issued by the state where the organization is headquartered. 2023 Certificate of Good Standing will not be accepted.
- Board-approved 2025 Organizational Budget that has detailed breakdown of expenses and revenue. Please indicate anticipated and secured revenue in your budget. Do not provide transactional statements or older organizational budgets.
- 2022 Financial Audit or Review is recommended, but not required. Please do not provide older documentation.
- Organization bank name and location.
- Name, position title, address, date of birth of the following members of the organization (This is a required item of IRUSA grant applications, no exceptions):

- ○ All Board Members
- ○ All Full-time employees
- ○ All Part-time employees
- ○ All Contractors directly related to the program.

Program Proposal

If your organization is approved, you will receive access to the grant application from your FLUXX portal. ***This segment will be due on Friday, April 30th, 2025 at 4:00 p.m.*** IRUSA will not accept organization program submissions for the 2025/26 grant cycle past the deadline.

In order to write the grant application you will need to have the following elements to effectively demonstrate your program. Please note the standardized performance period of October 1st, 2025, through September 30, 2026.

- Demographic information on clearly defined target beneficiaries in the stated region.
- An up-to-date Personal Identifiable Information (PII) Policy for the organization that reflects applicable state and federal regulations.
- Programmatic Budget listing out line item breakdown of all costs associated with the implementation of the program. Please refer to Allowable Program Budget Items Guidelines for further information.
- Program Logic Frame defining societal problems and target beneficiaries. Program/project is described including key activities and outputs numbers/information about people served. Quantitative outcomes and societal impact is clearly defined.
- Implementation Plan that lays out a specific timeline and step by step plan of program implementation. Implementation plans provide milestones for proper execution.
- An active certificate of liability insurance for the applying 501(C)(3) organization. Individual policies will not be accepted.
- Documentation on relevant community partnerships with government and other non-profit organizations.
- Two 2025 Letters of Support specifically directed to apply to this current program. Please do not submit material from previous applications that are not relevant to this program.
- Media or other support items relevant to enhancing the organization's application. Items should not be more than a year old.

After complete submission of your application, IRUSA will review your application. IRUSA anticipates informing applicants by mid-September of the outcome.

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TIMELINE

Informational Webinar-	February 26th, 2025 at 3:00 P.M. (EST)
Application Opens -	March 3rd, 2025
Organizational Profile Due -	March 21st, 2025 at 4:00 p.m. (EST)
Program Application Due - (if organization is approved)	April 30th, 2025 at 4:00 p.m (EST)
Estimated Grant Awards -	September 19th, 2025
Grant Period -	October 1st, 2025, through September 30, 2026
Program Contact -	Abdalfatah Ismail, aismail@irusa.org

CONNECT WITH US

Office Hours - All organizations considering an application, especially first-time applicants, are encouraged to sign up for an optional 20-minute meeting with IRUSA Grant staff. These one-on-one meetings are your opportunity to learn more about the program, share your work and impact, and answer any questions you may have. Click here to schedule time with us.

Informational Webinar - The IRUSA Grant staff will offer an optional informational webinar for interested applicants on Wednesday, February 26th, 2025 at 3 p.m. Register by clicking here.

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ABOUT IRUSA

Since 1993, IRUSA has operated in over 100 offices in 40 countries worldwide – from Afghanistan to Bosnia, Pakistan to Palestine, Somalia to Syria to right here in the United States. In addition to disaster relief, IRUSA carries out sustainable development work to provide winter aid, water, food, shelter, healthcare, education in the long-term. IRUSA also works to support orphans and children, help people into employment and build livelihoods to support their families, and protect vulnerable communities from future disasters, preventing the loss of lives and property.

Islamic Relief advocates towards building a more just and equitable society. Inspired by our faith, we campaign against a range of issues including the increasing impact of climate change, gender-based violence, and war and conflict worldwide.