REQUEST FOR PROPOSALS

Request for Proposals
Southern REACH
2017 Grant Year

Released: September 1, 2016

Proposal Due Date: October 7, 2016
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Executive Summary

With generous support from the Ford Foundation, AIDS United is pleased to announce the request for proposals (RFP) for grant support through the Southern Regional Expansion of Access and Capacity to Address HIV/AIDS (REACH) initiative. This initiative aims to address the disproportionate impact of HIV/AIDS in the Southern United States by supporting community based organizations (CBOs) to expand their local advocacy infrastructures through voter engagement, the meaningful involvement of people living with HIV in policy-making, and the integration of HIV into key social and racial justice frameworks. The partnership between the Ford Foundation and AIDS United is fueled by a mutual commitment to protecting and promoting the human rights of people living with and affected by HIV/AIDS.

This round of the Southern REACH initiative will focus on the integration of an intersectional social justice approach to HIV advocacy. Intersectionality is a framework for understanding how interrelated systems of oppression support discrimination among people who share overlapping social identities. For example, a person living with HIV may face racism and homophobia, in addition to HIV stigma which must all be addressed if we are to see an end to HIV in the United States. Core human rights values of dignity, equity, and wellness extend across racial justice, poverty alleviation, criminal justice reform, and affordable housing movements. System change often begins with grassroots organizing at the local level in support of critical issues that directly impact the health and wellness of the community. Through engagement with the broader social justice movement, 2017 Southern REACH grantees will go beyond traditional HIV advocacy by addressing HIV-related disparities where they meet: at the intersection of public health and social justice.

Background

Today, many areas of the United States show signs of success in the fight against HIV. However, one region continues to struggle: Southern states bear the brunt of the HIV epidemic and are often the least equipped to deal with it due to insufficient resources, archaic laws, and ineffective policies.

The Southern region of the United States is experiencing an unprecedented burden of HIV. In 2015, the South accounted for an estimated 38 percent of the total U.S. population, yet an estimated 50 percent of all new HIV diagnoses (at any stage of the disease) occurred in the South, a rate that is alarmingly disproportional to its population size. Further, nearly 40 percent of all people living with AIDS reside in the South.

Many Southerners living with HIV face an array of overwhelming challenges on a daily basis. Persistent obstacles such as racism, poverty, insufficient education, HIV stigma, homophobia, transphobia, fear of deportation, and lack of access to insurance and specialized HIV care all become barriers to receiving the treatment and support necessary to live long, healthy lives. These issues will not be overcome without strategic, effective advocacy efforts led by and for Southerners.

The South has a long, rich history of social justice advocacy. Despite an untenable socio-political environment, there is a community of committed and resilient individuals and organizations working hard to address the Southern HIV/AIDS epidemic. By integrating HIV within the broader social justice agenda, local

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groups will expand their capacity to improve the health outcomes and overall well-being of people living with and affected by HIV in the South.

**Purpose**

Support through Southern REACH will broaden the collective impact of organizations that advocate for people who bear the brunt of racial, economic, criminalization, and health disparities in the southern region of the United States. A primary goal for the 2017 cohort is to broaden HIV advocacy strategies to reflect the complex reality of living with or being affected by HIV in the South.

Through this RFP, AIDS United will provide a combination of cash grants and technical assistance to CBOs and social justice coalitions in the Deep South. AIDS United expects to award 15-20 grants with an average grant of $62,500. Priority will be placed on selecting CBOs and coalitions with demonstrated access to key populations and a history of community engagement and mobilization. This year, civil rights and social justice groups without a previous history of HIV advocacy are eligible to apply. For the first time, Southern REACH will support grants for general operating support for those organizations with a strong track record of integrated HIV advocacy work.

2017 Southern REACH applicants must exhibit an explicit commitment to:

- Address HIV as a racial/social justice issue;
- Practice meaningful involvement of people living with HIV/AIDS (MIPA); and
- Apply an intersectional approach when developing and implementing advocacy strategies (e.g. addressing intersections between forms or systems of oppression, domination, or discrimination).

**Eligibility Requirements**

Each applicant should carefully review this RFP in full before deciding to submit a request for funding. Applicants may submit only one application for consideration. Only applications that meet the following eligibility requirements will be considered for funding:

- **Geographic Location** – Applicants must be based in one of the ten states under the Southern REACH catchment area (Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas, and Virginia).

- **Non-Profit Status** – Applicants must be non-profit, tax-exempt organizations, per the guidelines set forth by the Internal Revenue Service (IRS) with proper 501(c)(3) status. Appropriate verification of this federal status will be undertaken by AIDS United before final grant decisions are made. Organizations or coalitions that do not hold 501(c)(3) status must have a fiscal sponsor that does in order to apply.

- **Financial Stability** – Organizations should be fiscally stable with or without the grant. These funds are not intended to help start new organizations or serve as a replacement for discontinued funding. Organizations requesting general operating support are also eligible to apply provided they demonstrate fiscal stability.

- **Advocacy Projects** – Only projects that are focused on advocacy, community organizing, or legal services provision will be funded; direct service programs are not eligible for funding under this RFP.

- **Grant Period** – Applicants must utilize funds within a 12-month period beginning January 1, 2017, and ending December 31, 2017.

Please note that grant reviewers may not be familiar with any projects previously or currently funded by Southern REACH. Therefore, be sure to fully describe the proposed project and previous relevant experience.
**Project Expectations**

Based on lessons learned over the past ten years, the 2017 Southern REACH RFP will focus on the integration of HIV into social and racial justice advocacy platforms. Successful applicants will demonstrate how HIV affects communities and individuals who also experience other socio-economic inequities and how the organization’s intersectional approach will help address the local HIV epidemic.

Projects conducted in collaboration with intersectional partners often maximize resources and accelerate organizing and policy outcomes. Although applicants are not required to have partners embedded within their project or budget, competitive applications will include language about explicit partnerships that will advance the advocacy goals of their project.

Applicants should describe how community organizing and mobilizing, such as voter engagement, are integrated into overall project design.

Applicants should explain how meaningful involvement of people living with HIV/AIDS (MIPA) is reflected in the organization’s culture, hiring practices, leadership development, and project design. For more information on what this means to AIDS United, view the Positive Organizing Project’s webinar [here](#).

**Outcome Indicators**

- The proposed project will make progress toward specific local, state, and regional policy/advocacy priorities.
- The proposed project will ensure the meaningful involvement of people living with HIV/AIDS (MIPA) in the planning and implementation of all advocacy efforts and prioritize hiring of people living with HIV for leadership roles.
- Legal services projects will focus on the protection of legal rights of and provide legal defense for people living with HIV.
- The proposed project will align HIV and racial/social justice advocacy strategies, such as voter engagement, to improve individual and community wellness.

**Reality-Based Technical Assistance**

The technical assistance (TA) component of the REACH initiative is a collaboration between grantees and AIDS United. Each applicant is required to identify an area of growth with regard to HIV advocacy. AIDS United will work with grantees to match the organizational need to a subject matter expert with the appropriate skillset and experience. In some cases, a grantee within the cohort may be invited to provide TA in a particularly strong area of expertise to fellow grantees. TA consultants engaged by AIDS United provide technical assistance in areas such as: organizational development, community organizing and mobilization, voter engagement, and campaign development. If a number of grantees are requesting similar TA, AIDS United may cluster a group of organizations to form small learning communities.

Some non-HIV-specific organizations may require assistance in building their knowledge of HIV issues and systems. TA for these organizations will focus on strengthening their understanding of HIV basics such as HIV epidemiology, biomedical terms, funding infrastructure, and policy issues. For traditional HIV-focused organizations, TA will focus on increasing the integration of broader social justice efforts and community mobilization into their existing work.

Applicants may request specific TA in the proposal. In addition, TA may come as a condition of the grant award based on the recommendations of the external review committee. Please note that TA is provided in addition to the monetary grant award, at no cost to the grantee. Expenses related to TA should not be included as a line item in the project budget.
Examples of Technical Assistance

- Developing a strategic advocacy campaign;
- Coalition building across social justice issues;
- Community organizing;
- Voter engagement;
- Effective evaluation;
- Integrating HIV into advocacy work and organizational culture (for non-HIV-focused organizations);
- State-specific health care reform strategies (e.g. Medicaid expansion, maximizing marketplace/Qualified Health Plans); and
- TA specific to the needs of legal services providers.

Award Information and Timeline

Grants awarded through this initiative will begin January 1, 2017 for a twelve-month period. The funding cap for this RFP is $100,000. However, most awards will average $62,500. **Applications are due no later than 5:00 PM Eastern Time on Friday, October 7, 2016.** Late applications will not be considered. All applications must be submitted electronically via AIDS United’s online application system.

**Timeline**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>September 1, 2016</td>
<td>Request for Proposals released</td>
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<tr>
<td>September 8 &amp; 20, 2016</td>
<td>Application assistance conference calls</td>
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<tr>
<td>October 7, 2016</td>
<td>Complete applications due by 5:00pm ET</td>
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<tr>
<td>Early November 2016</td>
<td>Pre-award site visits (as needed)</td>
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<tr>
<td>November 21, 2016</td>
<td>Approved applicants will be notified of funding decisions</td>
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<tr>
<td>December 9, 2016</td>
<td>Negotiation of final targets and execution of grant agreements</td>
</tr>
<tr>
<td>December 16, 2016</td>
<td>Applicants not funded notified of funding decisions</td>
</tr>
<tr>
<td>January 1, 2017</td>
<td>Grant period begins</td>
</tr>
<tr>
<td>March 2017</td>
<td>Grantee convening</td>
</tr>
<tr>
<td>June 30, 2017</td>
<td>Interim grantee progress reports due</td>
</tr>
<tr>
<td>December 31, 2017</td>
<td>Grant period ends</td>
</tr>
<tr>
<td>February 15, 2018</td>
<td>Final grantee progress reports due</td>
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**Eligible Expenses**

Grant funds may be used for the following:

- Direct personnel expenses or consultant costs for policy advocacy efforts;
- General operations support for organizations with a strong track record of integrated HIV advocacy work. General operations support is not limited to organizations with a primary HIV focus; and
- Indirect expenses directly related to the proposed policy advocacy project activities *(not to fall below 20% for project-specific support)*

**Prohibited Use of Funds**

Grant funds may **not** be used for:

- Direct or grassroots lobbying (please see *Explanation of Lobbying Activities* on page 11 for complete description);
- Expenses related to direct service provision;
- Medications or medical care;
- Facility acquisition or renovation;
- Deficit reduction or debt payment;
- Displacement of existing funding sources; and
- Indirect expenses outside of the percentage noted in your budget.
**Lobbying and Budget Requirements**

Southern REACH grants may not be used for lobbying activities. Where an applicant intends to avoid lobbying activity entirely (as, for example, by sheltering its entire program under one or more of the exceptions noted in the Explanation of Lobbying), it does not need to bifurcate its anticipated budget between lobbying and non-lobbying activities.

In some cases, applicants may choose to engage in lobbying activities in order to move policy forward. In this instance, applicants must demonstrate that financial resources outside of Southern REACH are sufficient to support permissible lobbying activities. It is strongly recommended that applicants review *Explanation of Lobbying* on page 11.

Projects that include lobbying activities must have at least a 10% cost-share to ensure that funds from Southern REACH will not be used for lobbying. Applicants must describe the following requirements in the budget template:

- A breakdown lobbying and non-lobbying activities;
- Representation that Southern REACH funds will not exceed the non-lobbying amount; and
- Explanation that funding outside of Southern REACH are sufficient to support lobbying activities.

*Please refer to page 11 for an explanation of lobbying activities and additional clarification on what constitutes lobbying costs.*

*Those applicants requesting general operating support must note in the narrative that grant funds will not be used for lobbying purposes.*

**Selection Process**

All applications will be reviewed by an external committee of subject matter experts. AIDS United has a strict confidentiality and conflict of interest policy. Reviewers will be asked to maintain confidentiality of any materials they receive for review and report any potential conflicts of interest before they are provided with applicant materials.

Reviewers are provided with score sheets to guide evaluation of applications. The reviewers’ task is to evaluate the merit of proposed projects based on the goals outlined in this RFP and make recommendations on whether to Fund, Not Fund, or Discuss applicants’ proposals.

**Application Information**

**Page Limit**

The total length of the project narrative may not exceed 10 single-spaced pages with 12-point font. Letters of commitment, budget documents, and other attachments are not included in the page limit.

**Organizational Profile**

**Please describe:**

1. Project title
2. Total one-year amount requested (cap is $100,000)
3. Summary of project or grant request (two to three sentences maximum)
4. Type of request:
   a. General operating support
   b. Project-specific support
5. Organization type (CBO/ASO/faith-based/human rights organization/clinic or medical provider/legal aid/other ________.)
6. Total organizational budget, rounded to the nearest dollar (current fiscal year)
7. Summarize the organization’s mission (two to three sentences)
8. Geographic area served (urban, suburban, rural, reservation-based, statewide, region, etc.)
9. General Client Profile
   - Age
   - Gender
   - Race and ethnicity
   - Socio-economic status
   - Self-identified sexual orientation
   - Self-identified HIV status
10. If your organization is not recognized by the IRS as a 501(c)(3), please list your fiscal sponsor’s information. A fiscal sponsor is a 501(c)(3) organization that may be acting as your financial agent if you do not have 501(c)(3) designation.
   - Organization name
   - Contact person at your fiscal sponsor
   - Contact telephone number
   - Contact e-mail address
   - Fiscal sponsor EIN
   - Fiscal sponsor Address
   - Fiscal sponsor City/State/Zip

**Narrative (10-page limit)**
1. Please provide a brief description of your organization’s history and purpose, including mission, goals, and priority populations. If applicable, please briefly describe your fiscal sponsor, including its relationship to your work, its history, and purpose.

2. Please describe how the local HIV epidemic intersects with other key social and/or racial justice issues.

3. Please describe the unique role your organization plays with regard to the intersection between HIV and other key social/racial justice issues.

4. If you are applying for a specific advocacy project (rather than general operating support), please describe the project including overall strategy, target audience(s), collaborating partners, and expected outcomes as result from the work.

5. Please describe opportunities as well as challenges with regard to integrating HIV into social/racial justice advocacy platforms. What resources are necessary to address them?

6. What benchmarks will determine success?

7. Please explain how your organization documents its work—is “story-telling” a strategy used, or do you use more traditional methods such as report-writing?

**Project Workplan (2-page limit)**
Please list primary goal(s), SMART objectives (specific, measurable, achievable, realistic, time-based), key activities, and expected outcomes for the project period.

**Technical Assistance (half-page limit)**
Please describe the type of TA that will be most beneficial to help achieve your proposed project goal(s). Example areas for TA are listed in the Reality-Based TA section above.
Attachments
Please include the following attachments in your application:

1. Budget (only required for applicants requesting project-specific support)
   - Please use the budget template included with the RFP documents. The template is downloadable from FoundationConnect and can be found here. Other budget formats will not be accepted. Please refer to the instructions tab of the budget workbook to complete the template.
   - Clearly describe project expenses including justification for each line item. Please refer to the eligible expenses outlined on page 6.
   - The indirect must be at least 20% for project-specific support.
   - If applicable, lobbying activities should be described using a bifurcated budget as outlined in the Lobbying & Budget Requirements section on page 7.
   - If applicable, please indicate other funding sources—secured or pending—in support of this project.
   - Please note that applicants requesting general operating support are not required to submit a project budget.

2. Annual Operating Budget: Please provide the current annual operating budget, including expenses and income.

3. Audit: Please attach your most recent independent audit. If your organization does not have an audit, submit your 2015 IRS Form 990. If neither document is available, a letter of explanation is required.

4. List of Board of Directors: Please attach your most recent list of Board of Directors with their professional or community affiliations. If your organization does not have a Board of Directors, please send your fiscal sponsor’s Board information. If neither is available, a letter of explanation is required.

5. Diversity Table: Please refer to the instructions in the table for how to accurately complete the form.


Online Submission Instructions
Completed proposals are due via FoundationConnect by 5:00 p.m. Eastern Time, Friday, October 7, 2016. Late, incomplete, emailed, mailed, express-delivered, or faxed proposals will not be accepted. Questions about the application process may be directed to Adele Appiah at 202.876.2817 or aappiah@aidsunited.org. Please include your organization’s name in the subject line of the message. Applicants are strongly encouraged to complete the application early to allow for unforeseen technical difficulties.

Please note: Formatting in FoundationConnect counts as HTML code and therefore contributes to the number of characters used. Between 4,000 and 6,000 characters may be entered into each field including letters, numbers, punctuation, tabs, and spaces. AIDS United recommends completing the application in a word processing program, such as MSWord, before online submission in order to monitor page count. When copying into the FoundationConnect fields, please be sure to “paste as plain text” to avoid adding HTML code.

The online submission system may be accessed by clicking here and logging in. If the applicant already has a FoundationConnect account, please use it to log in to access the application. If the applicant does not have
an account, click the “Register” button to create one. If you have any difficulties with FoundationConnect, please contact Adele Appiah at the number listed above.

Funded organizations will be notified by November 21, 2016. Organizations not selected for funding will be notified in writing, no later than December 16, 2016. Please do not call or email to inquire about the status of your application during the review process.

**Application Checklist**

- Grant Application Information
- Project Narrative
- Project Workplan
- Project Budget (*only for project-specific applications*)
- Current Annual Operating Budget
- Audit
- Board of Directors List
- Organizational Chart
- Diversity Table
- Memoranda of Agreement or Letters of Support

**Technical Assistance during the Application Process**

*Virtual Meetings*
Additionally, AIDS United will convene two, one-hour virtual meetings via Adobe Connect for the purpose of providing clarification about the RFP and key application submission tips. These meeting will be held on **Thursday, September 8, 2016, 1:00 p.m. ET and Tuesday, September 20, 2016, 3:00 p.m. ET.** Please register for the webinar at least one business day in advance. To register please send your name, organization title, and email to Adele Appiah at aappiah@aidsunited.org.

AIDS United is committed to assisting eligible applicants with the preparation of a complete and responsive application to the Southern REACH initiative. Staff is available to answer questions and provide technical support. Please submit questions and requests for assistance to reach@aidsunited.org, with your organization’s name in the subject line of the message. You may also call Liam Cabal, Senior Program Manager, at 202.876.2830.

Thank you for your interest in the Southern REACH initiative and your ongoing commitment to ending HIV/AIDS in the South.
Explanation of Lobbying
Funds from this grant opportunity may not be used for lobbying activities. Please review the following definition of lobbying, what is not considered lobbying, and the parameters surrounding lobbying for more information.

**Definition of Lobbying.** Lobbying is generally defined as attempting through communications with legislators or the public to influence specific legislation, whether pending or proposed. The legislation can be federal, state, local or foreign. Under the regulations, “legislation” includes all of the following:

1) specific legislative proposals, including referenda and ballot initiatives, even if they have not yet been introduced (such as model legislation);
2) treaties requiring Senate ratification become “legislation” under the regulations beginning when the Administration begins negotiating the U.S. position with other treaty parties;
3) Senate confirmation of Administration appointees (e.g., federal judges and Cabinet-level officials);
4) Congressional appropriations; and
5) Congressional resolutions, even if they have no binding effect.

**Types of Lobbying.** There are two types of “lobbying” under the regulations: “direct lobbying” and “grassroots lobbying.” Each has a specific and technical meaning.

**Direct Lobbying**

1) Direct lobbying is a communication with a federal, state, local or foreign legislator, staffer or other official participating in the legislative process, that:
   a) refers to specific legislation; and
   b) takes a position on that legislation.

2) **Ballot Initiatives and Referenda.** Communications with the general public that refer to and take a position on referenda or ballot initiatives constitute direct (not grassroots) lobbying. No “call to action” is required for these communications to be lobbying because in this case, the public is the legislature.

3) **Executive branch officials.** Most communications with executive branch officials are not lobbying for purposes of the tax regulations. A communication with an executive branch official is direct lobbying only if: the communication refers to and takes a position on specific legislation (but not executive branch enforcement or interpretation action); and the primary purpose of the communication is to influence legislation (e.g., preparing testimony for an executive branch official for hearings on proposed legislation.)

4) **Some examples** of direct lobbying include:
   - meeting with legislators or their staff to discuss specific legislation;
   - drafting or negotiating the terms of a bill;
   - discussing the potential contents of a sense-of-the-Senate resolution with legislators or staff;
   - meeting with officials of an administrative agency to influence testimony on a legislative proposal;
   - providing comments to legislators on confirmation of an administration appointee, such as the Secretary of State; and
   - urging a Presidential or gubernatorial veto or signing of a bill.

**Grassroots Lobbying**

1) Grassroots lobbying is a communication with the public that:
a) refers to specific legislation; and
b) reflects a view on that legislation; and
c) includes a “call to action” (except in specific cases, when a call to action isn’t necessary).

Some examples of a call to action include:

- urging the recipient to contact a legislator or staffer (e.g., “Tell Congress what you think,” “Call your Representative”); or
- providing the address or telephone number of a legislator; or
- providing a petition, tear-off postcard, other mailing or email communication, addressed to a legislator; or
- identifying a legislator as opposing the legislation, as being undecided, as being a member of the committee considering the legislation, or as being the recipient’s representative. Note: Simply identifying the sponsor of the legislation does not count as a call to action.

Important exception to the call to action requirement. The one circumstance in which a communication with the general public about specific legislation might be considered lobbying even without a call to action involves paid mass media advertisements on highly publicized legislation. The regulations presume that such paid communications are lobbying if:

1. they occur within two weeks before a legislative vote (including a committee vote); and
2. they reflect a view on the general subject of the legislation; and
3. they either refer to the legislation or encourage the public to communicate with legislators on the general subject of the legislation.

Legislation is “highly publicized” if it receives frequent coverage on television, radio, and in general circulation newspapers during the two weeks preceding the vote by the legislative house or committee; and (2) the pendency of the legislation or its general terms, purpose or effect are known to a significant segment of the general public (as opposed to the particular interest groups directly affected) in the geographic area where the advertisement appears.

2) Some examples of grassroots lobbying include:

- Sending an Action Alert urging recipients to contact their legislators about a pending bill.
- Attending a coalition meeting to help plan a grassroots lobbying communication addressing pending legislation.

Exceptions to the Definition of Lobbying or Safe Harbors
Below are the significant exceptions to the definition of lobbying:

1) Nonpartisan analysis and research. It is not lobbying to make materials available that present a sufficiently full and fair exposition of a public policy issue to allow the public to form its own conclusions about the issue. This is true even if the materials both refer to and take a position on a specific legislative proposal. To qualify for this exception, materials distributed to the public may not include a “call to action” and may not be distributed only to people interested in one side of the issue.

2) Administrative Agencies. Executive action, judicial processes, or the work of administrative agencies such as school boards, housing authorities, sewer and water districts, and zoning boards, whether elective or appointive are not determined to be “legislation.” Attempts to influence the actions of regulatory agencies are accordingly entirely protected, even where the agency is primarily concerned with promulgating regulations to effectuate legislative mandates.
A grant applicant that intends to direct its efforts toward regulatory action should state the objectives of its project, describe the process by which it intends to influence the administering agency, and provide an explanation of how its objectives may be attained without resort to a legislative process.

3) **Technical assistance.** Oral or written responses to written requests for technical assistance from a legislative committee, subcommittee, or other governmental body likewise do not constitute lobbying for tax purposes. The response may include facts, analysis and recommendations, even on specific legislation. To qualify for this exception, the written request must be from a committee or subcommittee, not from an individual legislator asking on her own behalf or an informal caucus of legislators.

4) **Discussions of broad social issues.** Communications addressing broad social, economic, and similar issues are excluded from the definition of lobbying, even if the issues discussed are the subject of pending legislation, but the communication may not refer to specific legislation.

5) **Self-defense.** Communications by an organization to officials involved in the legislative process do not constitute lobbying if they concern legislation that could affect the organization’s existence, powers, duties, tax-exempt status or right to receive tax-deductible contributions. This exemption is not transferable and does not apply to grass roots lobbying.

6) **Jointly funded projects.** Discussions with legislators exchanging information about a project that is, or might be, funded by both the organization and the government do not constitute lobbying. This exception does not include discussions of legislative topics other than the jointly funded project. In addition, it applies only to actions taken by the co-funding organization or its agents, not by grantees.

**Determining the Costs of Lobbying Communications**

In general, all costs related to the preparation and distribution of a lobbying communication must be treated as lobbying expenditures. This includes all direct costs—including an appropriate share of the current and deferred compensation of all participating personnel—of research, drafting, review, copying, publishing, mailing, or otherwise distributing the lobbying communication. It also includes an allocable share of overhead costs.

Research is not a lobbying expenditure if its primary purpose is not for a lobbying communication or if the costs were incurred more than six months before the first lobbying use.

*This section is not intended to provide legal advice to applicants. Applicants should consult a lawyer or tax expert for specific questions regarding the information contained herein.*

*Information contained in this section taken from Open Society Foundation, Alliance for Justice, and the Brainerd Foundation.*