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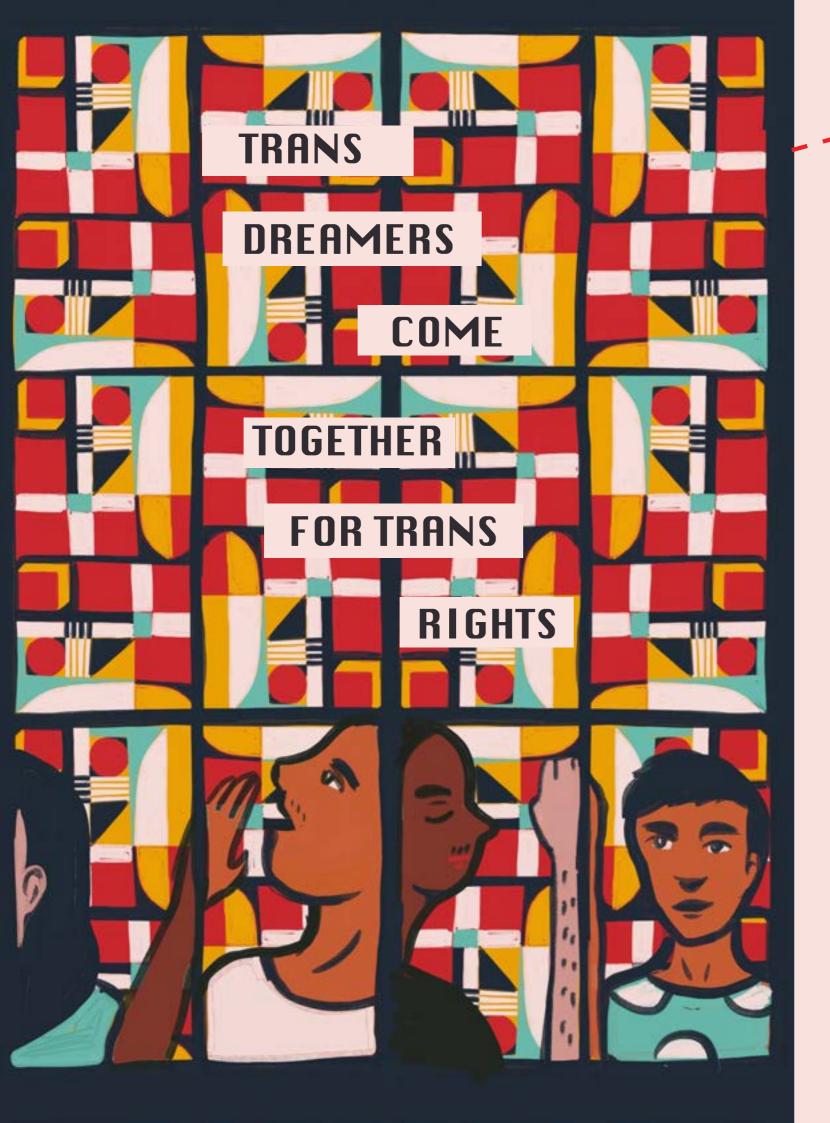
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APPENDIX 1: ITF Regions





The International Trans Fund (ITF) is a participatory grantmaking fund. We hold one open call for proposals each year and welcome applications from trans-led organizations with budgets below \$100,000 USD based in any region of the world. These Application Guidelines have been designed to provide detailed information on how to write a strong application. The ITF also runs funding webinars and other initiatives to support applicants, please check our website for more information: www.transfund.org

The ITF strongly believes in language justice and we accept applications in English, French, Russian, Simplified Chinese and Spanish.

The ITF has two grant types:

SEED Grant (1-year)

The SEED grant is a 1-year general support and/or project grant for trans-led organizations that have never been funded by the ITF, or that prefer to apply for this grant instead of the THRIVE Grant. Grants range from \$10,000 to \$25,000 USD/year.

THRIVE Grant (1-year)

The THRIVE grant is a 1-year general support grant **ONLY** for trans-led organizations that have been previously funded by the ITF and are in good standing. Grants range from \$25,000 to \$50,000 **USD/year.**

Organizations may only submit one application for either a SEED **OR** THRIVE grant.

In order to apply:

- The organization that is applying must fully meet the eligibility criteria (described in detail in Section 2).
- you must register your organization and create a profile at https://transfund.smartsimple.ca/
- The registration process is available in English, French, Russian, Simplified Chinese and Spanish, please select the language you prefer.
- When the call for applications is open, you must log into your profile and you will see open grant opportunities. Please select one and begin the application process. You can save your application and return to it later.
- Complete the application by the deadline. Once the deadline has passed you will not be able to complete or submit a draft application. The ITF accepts no additional materials outside of the grants portal.

If you have questions about the process or any accessibility requests, please contact info@ transfund.org or ITF_Info@ protonmail.com, if you need enhanced security in your communication with us.





SECTION 1

OVERVIEW OF THE INTERNATIONAL TRANS FUND (ITF)

About Us

resources.

The International Trans Fund (ITF) was created to mobilize sustainable resources to help build strong, trans-led movements and support collective action, and to address and eliminate funding gaps impacting trans organizations across the globe. The purpose of the ITF is to:

Build & Sustain the Fund |
Develop and sustain a
mechanism to support trans-led
groups of different sizes working
on a range of issues at the
international, regional, country,
and local levels, with emphasis
on smaller groups with limited

Resource Trans Movements |

Increase and enhance access to resources to support trans movements by increasing financial resources dedicated to trans-led organizations and groups; providing access to non-financial resources for trans organizations, such as skills building, organizational strengthening, leadership development and activist support; and improving advocacy in philanthropy to increase access to new donors.

Educate Philanthropic
Community | Educate our peers
in the philanthropic community
on trans issues and influence
other funders and strategic allies
in trans related commitments
and strategies.

Our Grantmaking

The ITF is the only trans-led, global funder focused on safety, dignity, and justice for trans people. We envision a future where gender diversity is celebrated, and where trans people have the power to live as their true, authentic selves in communities across the globe. We are a participatory grantmaking fund and we take an activist-led approach that engages trans people in our grantmaking process. This means that trans people are actively involved at every stage, from determining funding priorities to reviewing applications and making decisions about which organizations get funded. We want to ensure widespread trans community participation as well as foster trans leadership and collective ownership of funding decisions. We believe this approach to philanthropy increases the diversity of decision-makers, strengthens decisions, and allows more funding to reach diverse trans organizations at the grassroots level.

All eligible applications are reviewed by the Grant Making Panel, a group of 15 trans activists from across the globe. The Grant Making Panel selects grantee partners, and the ITF Board of Directors ratifies these decisions. This is a highly competitive process as we receive far more applications from trans-led organizations than we have the resources to fund. We are only able to fund approximately 10-20% of the eligible applications we receive each year.

The ITF's participatory grantmaking process takes a considerable amount of time. We typically receive applications from October to December. The applications are reviewed to see if they meet the eligibility criteria. The eligible applications are assigned to members of the Grant Making Panel who review and score. The highest scoring applications by region then go to the in-person review meeting, where we bring the Grant Making Panel together to make decisions about which organizations will get funded.



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This is the most challenging aspect of the process, as many incredible organizations apply each year but we are unable to fund the majority of organizations as there is limited funding. Once the Grant Making Panel has selected the organizations, the Board of Directors ratifies these decisions. The staff checks references and conducts due diligence, to ensure alignment with the ITF's mission and goals. Grant agreements are issued and the disbursement process starts in August.

Staff select the high scoring applications that will go to the in-person meeting based on Grant Making Panel scores. All applications going to the in-person meeting are translated into English and Spanish.

May

Reference checks are finalized and due diligence is completed.

Grant agreements are issued and the disbursement process

begins.

August

July

In-person Grant Making Panel review meeting is held and

organizations are selected for

July - August

Organizations receive notification that they have (or have not) received a grant.

Average Annual Grantmaking (*This can vary slightly from year-to-year, please check the website for Timeline

updates)

ITF accepts applications in the grants portal and conducts informational webinars for applicants.

October - December

ITF staff conduct eligibility screen and applications are translated.

January

February - April

funding.

June

Grant Making Panel reviews all eligible applications.







Our Priorities

The ITF has priorities for our grantmaking:

- Fund a diverse collection of groups, inclusive of various identities, strategies and issues, languages, and regions.
- Reach trans communities facing greater levels of marginalization (e.g. racism, classism, ageism, ableism, misogyny and so on).
- Support trans-led organizations who work intersectionally and whose work contributes to social and economic justice, trans movement building and the liberation of trans people.

Eligibility Criteria

To be eligible for funding, organizations must meet the following criteria:

- Be trans-led:
- Trans people must be in decisionmaking roles, including setting the organization's strategic and financial priorities, and make up 75% of the staff, spokespeople, and Board or decision-making body.
- If this is not the case, organizations must demonstrate how trans people make budget, organizational and strategic decisions.
- Have an operating budget under \$100,000 USD.
- Be a group of people (i.e. not an individual).
- Main focus of work is to benefit the trans community.
- Contribute to movement building, not just providing direct services.
- * Applications that do not meet these criteria will be found to be ineligible and will not be reviewed by the Grant Making Panel.

What We Do Not Fund

The ITF does **not** fund the following:

- Individuals.
- Organizations that are not led by trans people (even if they are working on trans issues).
- Organizations that do not do work specifically to benefit trans people or communities.
- Organizations with operating budgets above \$100,000 USD.
- Organizations and projects that only provide direct services to individuals without contributing to trans movement building in some way.



ITF's <u>Definitions</u>

We believe that language is important, and it is crucial to work towards shared understandings of the words we use. The ITF Board has developed working definitions for some key terms below.

Trans

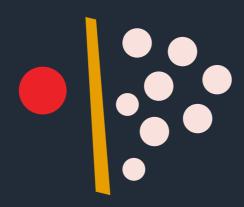
The ITF understands trans as a political term that defines the communities of people that we work with. We use trans to define people whose gender identity or expression differs from their sex assigned at birth. Some of these people identify and present themselves as male or female; others identify with a non-binary gender category.

These identities or expressions include trans women, trans men, fa'afafine, leiti, fakafifine, akava'ine, mahu, vakasalewalewa, palopa, Sistergirls, Brotherboys, whakawahine, tangata ira tane, muxhe, omeguid, travesti, two spirit, hijra, bandhu, mangalamukhi, kinnar, thirunangai, thirunambi, khwaja sira, meti, katoey, waria, mak nyah, kua xing nan, trans laki-laki, transpinay, transpinoy, kwaa-sing- bit, and transgender, transsexual, genderqueer, nonbinary, gender diverse, gender nonconforming, and agender people – to name just a few.

As part of the ITF's commitment to self-determination and decolonizing bodily oppressions, we are permanently committed and open to recognizing gender identities that emerge and that our communities claim within their socio-political contexts. These arise from the ongoing work of resistance and liberation that involves both the remembering and reimagining of gender identities and expressions. The ITF does not privilege any one gender identity or expression over another, including those communities who do not have specific terms to describe who they are.

Trans Movement Building

There are many diverse trans communities across the globe and there is no singular way to build movements. At the ITF, we see movement building as working on the collective processes that create shared vision, strategy, and action to challenge oppressive power dynamics. We identify movement building activities as those that strengthen trans communities, influence public discourse and seek to change social norms and public policy.



Marginalization

Marginalization or social exclusion occurs when a group is pushed to the margins of society and denied access to rights, resources, and opportunities because of their identity, whether chosen or imposed. For instance, individuals may experience marginalization in relation to their gender identity/ expression, sexual orientation, sex characteristics, race, ethnicity, disability, age, class, caste, geographic locality, etc. A person can experience marginalization on several grounds at the same time and this aggravates the marginalization experienced. For instance, trans people of color who are sex workers experience much higher levels of violence. discrimination, and denial of services. The ITF prioritizes funding to trans communities facing greater levels of marginalization.



Intersectionality

Intersectionality is a framework that describes the dynamic between our different identities (e.g. trans woman, Black) and connected systems of oppression (e.g. cissexism, white supremacy). The ITF uses this term to refer to the complex and aggravating way that the effects of different forms of discrimination (e.g. cissexism, racism, classism, etc.) combine, mutually reinforce, and intersect to compose systems of oppression.

The privileges we have, and the discrimination we face, are a product of our unique positioning in society as determined by our experiences and identities. For example, a trans person who is a rural Dalit experiences life in a certain way due to gender identity/expression, class, caste, race, language, religion, and geographic locality. At the ITF we actively seek to support organizations that take an intersectional approach to their work.

Social Justice

Social justice acknowledges that there are power imbalances between different groups in different regions of the world but that we aspire to full and equal participation of all groups. This includes a vision of society that is equitable and where all members are safe and secure. The ITF supports trans organizations whose work contributes to social justice.







UNDERSTANDING THE ELIGIBILITY CRITERIA

The general eligibility criteria are the same for SEED and THRIVE grants. Please review closely to ensure your organization is eligible. If you do not meet the criteria, your application will be found ineligible and will not be reviewed by the Grant Making Panel.

Criteria 1:

The organization must be trans-led

Trans people must be in decision-making roles, including setting the organization's strategic and financial priorities, and make up 75% of the organization's staff, spokespeople, and Board or decision-making body.

We know there are certain situations where organizations will not meet the target of 75%. For instance, there may only be three people in your organization and only two are trans or perhaps the environment you are working in is too hostile.

If your organization is not 75% trans-led, this does not mean you are automatically ineligible. What it does mean is that you need to tell us why you think your organization is trans-led and demonstrate how trans people make financial, organizational and strategic decisions. This is one of the main reasons that organizations are rendered ineligible. We strongly encourage you to be very clear and precise. Please refer to the specific questions on the application form for more details.



In the application form, we encourage you to tell us who makes the decisions and to list all the staff and Board clearly stating their identities and roles, in two different questions: one listing the gender identities and expressions of leaders, and the other describing how decisions are made in the organization (we give an example that protects the privacy of your members, while describing trans leadership). We urge you to provide concrete information which will enable the ITF to assess your organization's eligibility.

The ITF does not require the full names of people involved in the organization and we understand that for privacy, safety, or security reasons you may not want to disclose names. Here is an example of how you could answer this question in the application form:

The country that we work in is hostile to trans people which can make it difficult for individuals to join our organization or to take part in activism. There are currently six members of our organization and four are trans, including two trans men, one trans woman and one non-binary person. The organization prioritizes trans leadership by ensuring that the Chair and Treasurer are both trans people. This quarantees that the responsibility for decisions related to the strategy and budget rests with trans people in the organization. We also strive to ensure diverse trans representation and have rotating trans spokespeople who take turns representing the organization.

Please contact info@transfund.org

Criteria 2:

Operating budget under \$100.000 USD.

The ITF will only fund organizations that have an annual operating budget under \$100,000 USD. This refers to the current year that you are applying.

Criteria 3:

Organization of people (i.e. not an individual).

The ITF is flexible and open to funding different forms of organizing. Please note that it does not matter if your organization is registered or unregistered. You can be organized as a support group, collective, network, project, etc. The most important thing to know here is that we do not fund individuals. You must be an organization of two or more individuals.

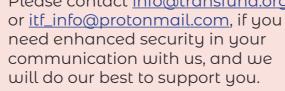
Criteria 4:

The main focus of work is to benefit the trans community.

The application must clearly demonstrate that the main focus of work that your organization does will benefit the trans community. If your organization includes trans people but the focus is not on benefitting the trans community, your organization is not eligible. If you are part of an LGBTI organization that works on diverse issues but not specifically on work that will benefit the trans community, your organization is not eligible. Please note that we do not fund organizations that are not trans specific, even though trans people may be part of your beneficiaries.



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Criteria 5:

Contributes to movement building, not just providing direct services.

There are many diverse trans communities across the globe and there is no singular way to build movements. At the ITF, we see movement building as working on the collective processes that create shared vision, strategy, and action to challenge oppressive power dynamics. We identify movement building activities as those that strengthen trans communities, influence public discourse and seek to change social norms and public policy.

We support a wide range of movement building activities, which can include awareness raising events, direct action, educational seminars, trainings sessions, support groups, media projects, political advocacy, resource development, art and activism collaborations, community-based research, community spaces, skills sharing courses, leadership or personal development programs,

educational or political campaigns, demonstrations, mobilizing communities and many other activities. We are happy to support creative and innovative activities not listed above. However, these activities must contribute to movement building in some way and you must demonstrate this in your application.

The ITF will support organizations that provide direct services, for instance medical or legal advice or drop-in services. However, direct services cannot be the only activities that your organization engages in. Your organization must also engage in movement building activities as described above. In your application, please show us how your work contributes to movement building.





General Tips for Writing a Strong Application

- Make sure you are applying for the right grant.
- SEED grants are for any transled organizations that meet the eligibility criteria.
- THRIVE grants are ONLY for organizations that have previously received a SEED grant and are in good standing.
- Please read the SEED and THRIVE grant sections in detail to check your eligibility.
- Complete and double-check your application.
- Fill in all fields of the application form and provide the requested details. Respond with N/A (not applicable) where needed.
- Double-check your contact details, especially your email address. We recommend adding a secondary contact in case your main contact is unavailable.

- Make sure your Funding Request table and all other sections are completed to the best of your understanding.
- Incomplete or unclear applications may be deemed ineligible.
- Be clear, specific, and concise
- Describe your work in plain language so reviewers from different regions can understand your context.
- Share details about your strategies, communities, and impact — avoid only general statements.
- Using AI tools: We know some applicants may use AI (such as ChatGPT) which may be useful during this application process.
 However, we strongly encourage you to share information about your group in your authentic voice. Perfect grammar is not a criteria for selection.

In our experience, applications that appear to be written primarily by AI are often scored lower by the Grant Making Panel, as panelists cannot determine the authentic voice of the group. If your group decides to use AI to support your application, please review your answers before submitting to make sure they reflect your group's authentic voice, challenges, impact, and lived experiences. Make sure to include:

- The specific regions and communities you work with
- Stories or examples of impact from your work
- Numbers or details that show scale and depth
- Your own ideas, strategies, and experiences that AI cannot replace
- Remember your reviewers.
- Applications are reviewed by the ITF Grant Making Panel (GMP), made up of trans activists from around the world. Your application will be read by people who deeply understand some contexts, and by others who may not be familiar with your specific environment. Write your application so it speaks to both.
- Clearly describe the challenges specific to your community, how your organization is responding, and why your work

matters in your region. Sharing context-specific details will help reviewers understand both your unique situation and your strategies for change.

Make your application stand out.

- Be specific about what you will do with the funding and the impact it will have on your community and the trans movement.
- Competition for funding is extremely high — explain clearly why your work is important for trans movement-building in your context.
- Go through the Scorecard section to understand the scoring criteria.
 This will help you see what points you will be scored on and strengthen your application.

Be realistic.

- Share what your organization truly wants to do, not what you think funders want to hear.
- The best applications are ambitious but realistic. This includes your Funding Request

 ask for the amount your organization actually needs to carry out the work, and explain your needs in detail wherever necessary.

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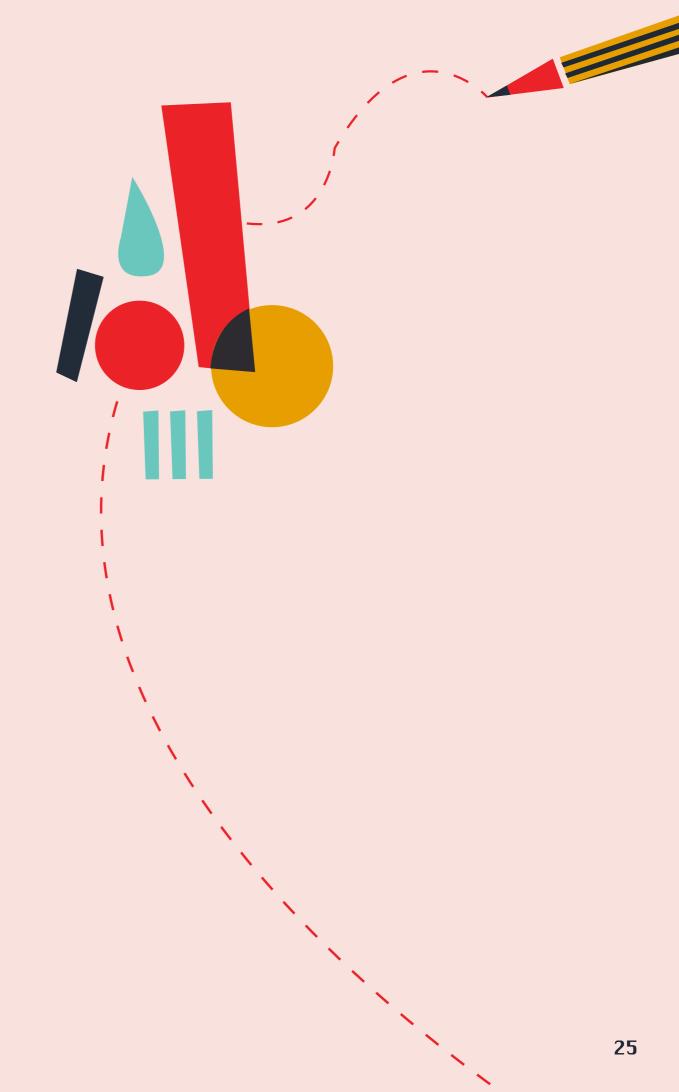
Share your digital presence (if any).

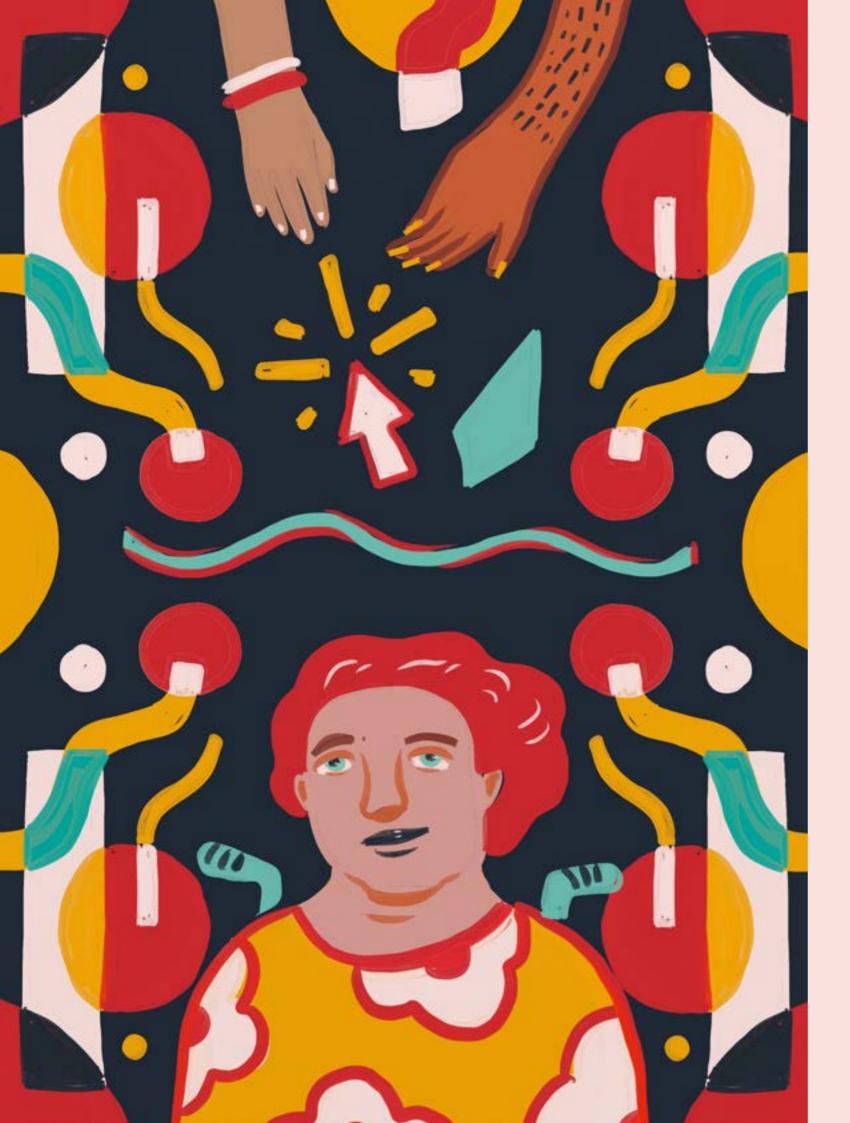
- You may provide links to your website, social media accounts, or any public articles/interviews about your organization or key leaders.
- Having a digital presence is not mandatory and does not affect your eligibility. We understand many groups cannot maintain one, especially where visibility may compromise safety and security.
- If you do not have a digital presence, or if your social media does not reflect your work for safety reasons, briefly explain why (e.g., security risks, lack of resources, or being a new/ grassroots group).
- In such cases, we will learn more about your work through the references you provide.

Choose strong references.

 References help us understand how your organization is connected to and recognized within your community.
 References will only be contacted if your organization is shortlisted for the in-person review meeting.

- We encourage you to list references from:
- Previous funders (if you have received funding before)
- Partner organizations (especially those known for trans, queer, or feminist work in your region)
- Individual activists respected for their trans, queer, or feminist work
- Advisors or mentors who know your work closely
- We understand many grassroots groups may not have funder or large NGO connections. This does not affect your eligibility. In such cases, you can provide the name of any trusted person who can speak honestly about your group's work, values, and role in your community.









Registering an Organizational Profile

All applicants must register and complete an organizational profile in the ITF's grant portal in order to apply for a grant: https://transfund.smartsimple.ca/.

This profile includes the basic information about your organization (listed below), which will be associated with your grant application to the ITF, in this cycle and future ones as well.

If you have not applied in a previous cycle, the first step is to create a profile for the organization. For groups who already applied to ITF grants in previous cycles, you may access the platform with your login and update the profile, if applicable.

Organization Information - Fields to be completed or updated

- Plame of your organization*.
 Asks the name of your organization. Please include the legal name if you are registered.
- Address*, Address 2, Country*, City*Province, ZIP/Postal Code. Please include your organizational address information in the applicable fields.

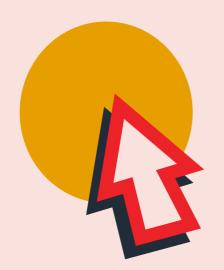
Please provide the country where your organization is legally registered or where your main office is located. If you are not registered, please list the country where your group mainly operates. You may also include your full address if available.

Region*. Please indicate the region where your organization carries out activities and supports trans communities.



If you operate in more than 1 region, we request you to select the one that fits best. If you are unsure which region your country falls under, refer to the Appendix 1.

- Website, Organizational Email*,
 Social Media*. Please provide
 the relevant information.
- Language*. Please select the language that we should use in our communications with your organization; options available include English, Spanish, French, Russian, and Simplified Chinese.
- Where do you work (at the Local, National, Regional, or International level)?* Please indicate at what level you do your work. We understand the levels of work in the following way:
- Local: Work focused in one or more community, town, or city but not at a national-level
- **National:** Work intended to reach most parts of the country where your group is based
- Regional: Work that connects across several countries in the same region (for example, East Africa, Southeast Asia, or the Caribbean)
- International: Work that connects across regions globally (for example, advocacy at the UN, global campaigns, or partnerships in multiple continents)





- The year your organization was formed*. Please indicate the year when your organization initiated their activities.
- Is your organization formally registered?*. Please indicate if your organization is formally registered or not. Note: This is not a restriction for receiving ITF grants; non-registered groups may apply for grants.
- Contact Information First name*, Last name*, Email*,
 Position in the organization*,
 Pronouns*, Gender Identity or Expression, Language*. Please share information as completely as possible for your contact.



* The ITF does not accept applications to our email address. In order to be considered for a grant, you must apply via the grants portal: https://transfund. smartsimple.ca/

If you are having difficulty, please reach out to info@ transfund.org





Apply for a SEED Grant

Once you have completed an organizational profile and the call for applications has opened, you can choose to apply for a grant.

Under the SEED Grant, the ITF will provide a 1-year grant of \$10,000 - \$25,000 USD. The grant period is August 1 – July 31. The ITF conceives this funding as a way to strengthen and develop sustainable, resilient trans-led organizations. We prefer to provide general support (core funding) to organizations but can also provide project grants if preferred.

Due to limited resources and our desire to provide grants equitably, the Grant Making Panel may allocate less funds than what you apply for, which will require a review of the proposal and budget.

Contact Information

This section will be automatically populated based on the information from your organizational profile. If you want to change anything, you need to change it in the organizational profile first.

Social Media / Online Presence

In this section you may provide links to your social media accounts (if you would like to share them) or any other public links (such as articles or interviews) about your organization or key leaders.

Note: Not having a website or social media does not affect your eligibility. We understand that not all groups maintain a public digital presence, especially in contexts where visibility may compromise safety and security.

If your group does not have a digital presence, or if your social media profiles do not fully reflect your work for safety or security reasons, please briefly explain why (e.g., security risks, lack of resources, or being a new/grassroots group). This will not affect your eligibility. In such cases, we will look forward to learning about your work through the references you provide.

Secondary Contact

In this section, you can invite a secondary contact who will also have access to the application. We strongly encourage you to include a secondary contact which can be very helpful if we need to get in touch with your organization and the primary contact has left or does not respond.

Referees

As part of your application, we ask you to share two references who know your work and can speak about your organization or group. ITF will reach out to them if your organization's application is shortlisted to go to the in-person review meeting. References help us understand the ways you are connected to and recognized within your community.

Who can be a reference?

- Previous funders (if you have received funding before)
- Partner organizations
 (especially those known for their trans, queer, or feminist work in your region)
- Individual activists (respected for their trans, queer, or feminist work in your region)
- Advisors or mentors who know your work closely

We understand that many grassroots groups may not have connections with funders or large organizations. This does not affect your eligibility. In such cases, please provide the name of any trusted person who can speak about your group's work, values, and role in your community.

Instructions

Please include the full name, relationship to your group, organization (if applicable), and contact information for each reference.

Whenever possible, share an official or organizational email address rather than a personal one i.e gmail. coml/yahoo.com etc (this helps us verify faster).

Please note that when selecting referees they cannot be:

- Other members of your organization (e.g. Staff, Board members, etc.).
- Current ITF Grant Making Panel or Board members.
- Two referees from the same organization.

Once you have identified a person you would like to be your reference, we strongly suggest that you contact them to ask for permission to list them in your application. If an individual is not aware that you have listed them as a reference, they may not respond if we contact them or they may not give a good reference.

Eligibility Quiz

All organizations must complete the eligibility quiz. This is a moment for you to reflect on whether your organization is eligible to apply. We provide this quiz in order to ensure you do not waste your time and resources applying if you do not meet the eligibility criteria.

Your responses to the eligibility questions will help you assess whether your organization can apply. Please note that if, during the review of your application or through our due diligence process, we find that your organization does not meet the eligibility criteria, your application may still be marked ineligible at a later stage.

PART 1: Organizational Background

This section helps us understand your organization, who you work with and what you do.

Q: Please select if you would like to complete the application manually through the platform or video.

You will first be asked if you would like to complete the application manually through the platform or submit a video. The following section relates to if you select 'manually'. You can find more information on submitting a video application in Section 7.

Q: What are the main issues facing the trans community in your context? Describe the challenges and opportunities that your work will address. Please be as specific as possible to educate us about what it is like for trans people where you are.

This question asks you to tell us about the social and political context that you work in. What are

the issues you are experiencing at the local, national, regional, or international level? Tell us about the biggest challenges that you have had to deal with and the opportunities that you see.

Make sure that your application addresses the issues that you describe in this question.

Q: What other organizations (trans, LGBTQI, human rights, etc.) are working in your country or region and how do you collaborate with them? What gap(s) are you filling? Are you addressing something missing in trans organizing?

This question asks you to tell us more about your working context. We want to understand how your organization and work fits into your context. What other organizations are working on trans issues? Are there other trans-led groups, and if so, what gaps are you filling? How do you work with these organizations? If not, why not? We are interested in supporting organizations that work collaboratively and across movements. However, we also understand that there can be challenges and conflict, and we want to understand this reality from your perspective. Our Grant Making Panel needs to understand what gap your organization is filling.



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Q: Select the gender identity and/ or expression of the majority of individuals you work with (mark the best answer).

This question asks you to mark the gender identity/expression of the majority of individuals that you work with. Who participates in your activities? Who are the people who come to your events? Who are your members or the people that use your services?

Q: Select the 3 main populations that your organization currently works with that is relevant to this application (mark only 3 choices).

This question asks about the main populations that your organization works with. This could be your organization's membership or focus area. You can only tick up to three boxes. Please ensure that you explain how you work with these populations in your application.

Q: Select the 3 main issues or topics that your organization is primarily working on that is relevant to this application (mark only 3 choices).

This question asks about the main issues or topics that your organization is working on. Where do you invest most of your time and resources? We know many organizations work on multiple issues but here we ask you to mark the three that are the most relevant to this application. Please ensure that you clearly explain how you work on these issues or topics in your application.

Q: Briefly introduce your organization's vision, mission, objectives, and key accomplishments.

This question asks you to introduce your organization. We want to know about your organization's vision, mission, objectives, activities, and key accomplishments. Imagine you have two minutes to convince someone to fund your organization, what would you want them to know about your group and your work?

Q: Please tell us about the gender identities or expressions of the people who make decisions at your organization. While we understand that gender identities and expressions are not easily defined in boxes, this question has the goal of providing more information regarding trans leadership and decision-making, so that we ensure trans and gender non-conforming people are better resourced:

Please indicate the number of decision-makers who identify with each gender identity or expression (for example: trans women - 2, trans men - 1, non-binary - 3, cis woman - 1, etc.)

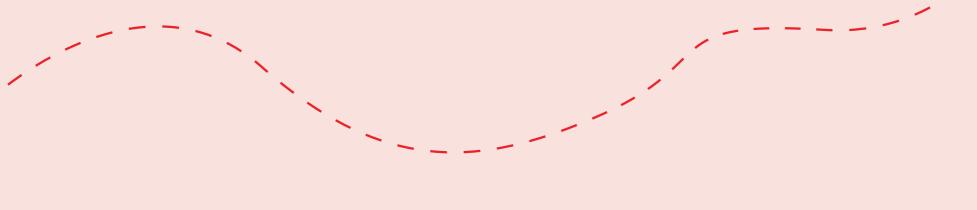
The Total will get calculated on its own once you save the application draft.

Trans feminine people [
Trans masculine people 🗌	
Non-binary 🗌	
Gender diverse/gender non- conforming	
Non-western gender identity/ expression (e.g. Fa'afafine, Hijra, Muxhe, etc.)	
Cisgender	
Other	
Total:	

The ITF only funds trans-led organizations and it is important to our Grant Making Panel to understand how the leaders of your organization identify in order to ensure funding is flowing to trans movements. How we define leadership includes the governing body (Board, Steering Committee, etc.) and staff that make decisions about the organization (e.g. Strategic, programmatic, or financial). If you have a flat hierarchy (e.g. collective) you should share the breakdown of identities of all your members who participate in making decisions. Please ensure that the numbers align with your response in the following question and/or provide an explanation.







Q: Describe how your organization is trans-led. We want to know who makes strategic and budget decisions. List all the staff and Board members, clearly stating their identities and roles. Please note that trans people should make up 75% of the staff, spokespeople, and Board or decision-making body. If this is not the case due to safety reasons or socioeconomic/political conditions, you must demonstrate concretely how trans people make strategic or budget decisions for your organization.

This question asks how your organization is trans-led and who makes strategic and budget decisions. This question is very important and if you do not demonstrate trans leadership, your application may be found to be ineligible. We provide an example in Section 2: Understanding the Eligibility Criteria.

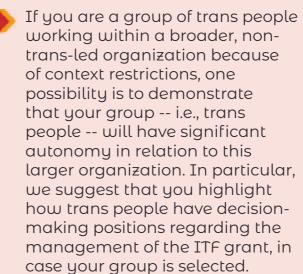
contexts in which it is difficult to demonstrate trans leadership. Such contexts include:

We understand that there are

- Safety reasons that mean you are unable to share information about trans people in the organization or to openly frame your work as trans-focused.
- Socioeconomic or political conditions that require trans activists to work within a LGBT organization, or within a broader community that is not solely focused on trans people.

In such cases, we ask that you share details about your situation as an organization, explaining how trans people are involved with the work you do. Some examples include:

If you cannot list trans staff and board members for safety reasons, please provide anonymized descriptions about trans people's participation in the organization, including their roles.



Please ensure that your responses align with the previous question. Any inconsistencies may lead to your organization being rendered ineligible.

Q: How does your work support trans people who experience the most critical forms of marginalization?

This question asks how your organization supports trans people who experience the most critical forms of marginalization. We want to understand if your organization takes an intersectional approach and what that means to you (see ITF's Definitions in Section 1: Overview of the ITF, for more information on how we define marginalization and intersectionality).

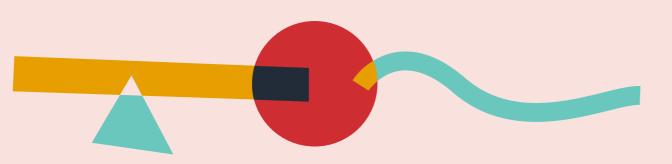
PART 2: Funding Request

This section tells us how much money your organization needs, what you are planning to do during the grant cycle, how this will contribute to trans movement building, and the impact this funding will have. The ITF prefers to provide organizations with general support (core funding) because we trust you to know what your organization needs to do. General support provides unrestricted funding that enables an organization to carry out its mission. For example, this can be used to rent an office, pay staff, print resources, purchase computers or any other costs the organization deems necessary. If you would like to apply for a project grant, please explain what your organization is planning to do with the funding.

Q: What is the amount that you request in USD? (request should be in USD, between \$10,000 and \$25,000 USD):

This question asks the total amount requested from the ITF in US dollars. This must be between \$10,000 - \$25,000 USD. Make sure that the total funding amount requested in this question matches the total amount listed in your Funding Request table.





Q: What are the main activities you are planning for this grant period? (These should be all activities, not just those that apply to an ITF grant).

This question asks about the main activities you are planning for the grant period (August 1- July 31). Please tell us about what you are planning to do with the ITF grant. Additionally, the Grant Making Panel is interested in knowing about your work in general and what you are planning to do during this time period (outside of the ITF grant). We suggest that you are clear about your general work and the ITF-funded work. Please also clarify if the work will be possible if you do not receive a grant from the ITF.

Q: Indicate the type of funding you are requesting:

- General support (core funding) only (complete section 1 in the funding Request table):
- General support (core funding)
 with project activities (complete
 sections 1 & 2 in the Funding
 Request table):
- Project grant only (complete section 2 in the Funding Request table):

This question asks if you are seeking general support or a project grant. We prefer to provide general support (core funding) to organizations but have no restriction in providing project grants as well. Please tick the box that describes what you want to do with the funding and make sure this answer reflects your responses in the Funding Request template.

Q: Complete the Funding Request table for the grant that you are requesting. This must be filled in completely to show how you plan to spend the 1-year grant.

This question asks you to complete a simple Funding Request table for your organization. We encourage you to provide complete and clear information to help the Grant Making Panel understand what you want to do.

Here are instructions on how to complete the Funding Request table:

- The Funding Request table has two sections. The first asks you to list all costs related to General Support (core funding) (e.g. staff salaries, rent, etc.). The second section asks you to list any Project Grant (project activities) you are requesting funding for. Some organizations may choose to have all expenses listed in the first section or all expenses listed in the second section. Other organizations may choose to allocate expenses in the first and second section.
- If you are requesting a project grant, please only complete the second section.

- Please state the amount in US dollars and not your local currency.
- The total at the bottom of the Funding Request table should equal the total amount you are requesting from the ITF.
- If the Funding Request table is not complete or does not provide enough detail, your application may be found to be ineligible.



Example of a completed Funding Request Table

GENERAL SUPPORT (CORE FUNDING)

Description of Items	Amount (US Dollars)
 Executive Director Salary - project supervisor 	\$3,325.00
Two community outreach coordinators	\$6,471.00
3. Two social media coordinators	\$6,471.00
4. Internet	\$212.00
5. Microsoft account (5 - 6 people)	\$100.00
6. Online Subscription (website domain, website domain installment, office email data, SoundCloud subscription.)	\$688.00
7. Laptop	\$882.00
8. Harddrive	\$132.00
9. Wireless Microphone	\$132.00
Total	\$18,413.00

PROJECT GRANT (PROJECT ACTIVITIES)

Description of Items	Amount (US Dollars)
ACTIVITY 1 Strengthen internal capacity building	
 Weekly capacity building for executive team - external facilitator fee 	\$529.00
Weekly capacity building for executive team - refreshment	\$265.00
ACTIVITY 2 Capacity building of trans frontline defenders training	
 Orientation package: Merchandise such as tote bags or hoodies, notebooks. and thermal for 10 Project participants and 5 organizers 	\$353.00
4. Capacity-building workshops - Facilitator fee all taxes included)	\$294.00
5. Refreshments such as coffee tea, and snacks for 11 capacity-building workshops	\$388.00
6. Stationery for 11 workshops	\$33.00
7. Collective care events	\$529.00
ACTIVITY 3 Trans community outreach events	
8. Healthcare events for trans community	\$485.00
9. "One of us" community listening event	\$265.00
10. Creating safe space for trans community events and activity	\$265.00
11. Refreshments such as coffee, tea, and snacks for the community events	\$676.00
Total	\$4,082.00
TOTAL AMOUNT REQUESTED	\$22,495.00

Q: Provide a financial narrative of the costs described in the Funding Request table. If your organization is applying for general support (core funding), describe the items you intend to cover during the grant period and how it advances your work. If you are applying for a project grant, outline the main activities your group will undertake during the grant period that will be funded by the ITF grant. It should be clear at which level (local, country, regional or international) the work will take place.

This question asks for a financial narrative based on the above Funding Request table. Here is where you tell us what you want to do during the grant cycle. The Grant Making Panel will read many applications and decide which organizations to fund, so it is important that you show that you have a clear idea of what you would do with the funding and how it will advance your work.

If you are applying for general support, tell us what you want to fund and why. For example, what staff positions will you fund and what will they do? If this is a project grant, tell us what activities you are planning to do. Where will these activities take place? How many people will be involved? Who will you collaborate or partner with?

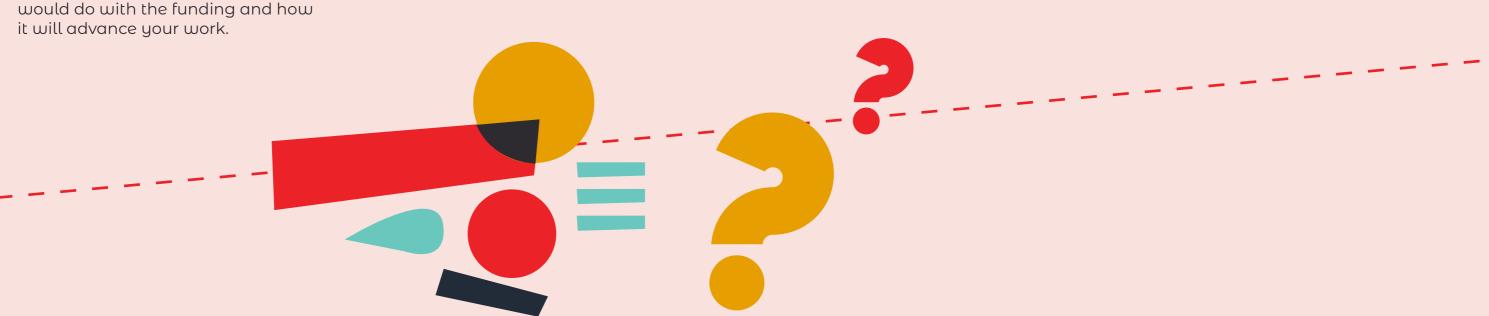
It should be clear at which level (local, country, regional or international) the work will take place. It is also advisable that you indicate if the work would still be feasible if your organization does not receive the full amount of requested funding. The Grant Making Panel may decide to award your organization a grant that is less than what you requested if they believe that the money would still be useful.

Q: If you get this grant, what do you think it will help you accomplish or change?

This question asks what you think receiving this grant will help you accomplish or change. This is all about the impact that the grant will have. Here you should tell us exactly what you think will improve or change in your context or community because of funding. For example, will your work contribute to changing a law? Will trans people have better access to health services? Will your organization have stronger governance structures? Will your members have a safe space to meet? Please be realistic, we know that 1-year grants will not change everything so tell us what impact you think this grant will have.

Q: How will your work or project contribute to trans movement building in your context? Why is it critical that your organization exists? Why is it important that your organization gets funded?

This question asks how your work will contribute to trans movement building in your context. Here we encourage you to reflect on the definition of trans movement building (see ITF's Definitions in Section 1: Overview of the ITF). Tell us how your work will help strengthen trans communities, influence public discourse, and change social norms and public policy. We encourage you to use clear examples and make the case why your specific organization gets funded to do the work you do.





PART 3: Financial Information

This section helps us understand your organization's financial profile. We want to know your operating budget and if you have been funded by other funders in the recent past. This will help us understand your organization's capacity and experience with funding.

Q. What was your organization's overall revenue/income in the previous year? (Please state in \$USD)

This question asks about what your overall revenue/income was in the previous fiscal year. Revenue and income refer to the money that your organization received from grants, donations, merchandise, membership, etc.

You are required to give this information in US dollars. You can find a currency converter online, such as OANDA: https://www.oanda.com/currency/converter/



Q. What was your organization's overall expenses in the previous year? (Please state in \$USD)

This question asks about your organization's overall expenses in the previous fiscal year. This refers to all expenses and costs for the organization.

You are required to give this information in US dollars. You can find a currency converter online, such as OANDA: https://www.oanda.com/currency/converter/

Q: What is your organization's operational budget in the current year (Please state all items in \$USD)? We want to have a clear understanding of your current financial situation. We recognize that the current year is not over so estimations are fine.

This question asks about your budget in the current fiscal year. We want to know how much revenue/income you have secured and your overall expenditures for the year. As you may be submitting your application before the end of the year, we know that you may have to estimate.

Q: Has your group applied to other funders this year or received external funding before? If yes, please select that answer and complete that information.

This question asks if you have previously received external funding. This refers to any grants your organization received from foundations, trusts, governments/multilateral/bilateral donors, corporations, embassies, etc.

If you respond that you have previously received external funding, you must list the names of your current or former funders over the past two years and the purpose of those grants. You do not need to tell us about individual one-off donations, fundraising events, merchandise sales, etc.

Q: Where else has your organization applied for funding in the upcoming year? Indicate in the status column if the funding is planned, requested, or confirmed.

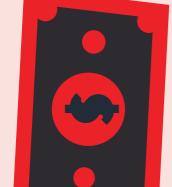
This question asks you to tell us about other funding you have applied for or are planning to apply for that relates to the upcoming year. In the column marked status, please tell us if this funding is Confirmed (you will definitely receive the grant), Requested (you have applied and are awaiting a decision) or Planned (you intend to apply but the funding is not guaranteed).

Q: Has your organization ever been an ITF SEED grantee partner? Yes/No

This question asks if your organization is or has been an ITF SEED grantee partner. Please note that if you have been an ITF grantee partner, you are eligible to apply for a THRIVE grant. You may apply for either the SEED or THRIVE grants but cannot apply for both. If you have been an ITF grantee in the past two years this must be listed in the table provided. We also ask that you tell us how your current application will build on your past ITF grant(s).

Q: What are your sustainability plans? Currently, the ITF provides 1-year grants with no guarantee of ongoing funding. How are you imagining supporting your work over the next 3 years? There is no good or bad answer to this question, we would like to know more about your context of work and how you plan to resource it.

This question asks about how you are thinking about sustainability for your organization. How have you been able to fund your organization and what are your plans over the next 3 years? The ITF can only fund between 10-20% of the applications that we receive so what will you do if you are not funded? How does this application fit into your sustainability plans?



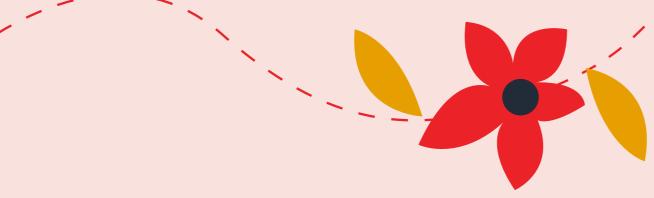
Q: Please share if your organization is experiencing any security threats or you have any digital safety concerns. Let us know if you have any other needs and what would be the preferred communication channel for us to get in touch with your group.

This question asks if your organization is experiencing any security threats or if you have any digital safety concerns. We also ask you to share your preferred communication channel for us to contact your group and if you have any other needs (proton or other safe email client, Signal etc.).









Apply for a THRIVE Grant

Once you have completed an organizational profile and the call for applications has opened, you can choose to apply for a grant.

Under the THRIVE Grant, the ITF will provide a 1-year grant of \$25,000 to \$50,000 USD/year. The grant period is August 1 – July 31. The ITF conceives of this funding as a way of promoting sustainability of trans-led organizations to thrive. The THRIVE grants are only open to organizations that have been funded by the ITF in any of the past grant cycles and are in good standing.

Contact Information

This section will be automatically populated based on the information from your organizational profile. If you want to change anything, you need to change it in the organizational profile first.

Social Media / Online Presence

In this section you may provide links to your social media accounts (if you would like to share them) or any other public links (such as articles or interviews) about your organization or key leaders Note: Not having a website or social media does not affect your eligibility. We understand that not all groups maintain a public digital presence, especially in contexts where visibility may compromise safety and security.

If your group does not have a digital presence, or if your social media profiles do not fully reflect your work for safety or security reasons, please briefly explain why (e.g., security risks, lack of resources, or being a new/grassroots group). This will not affect your eligibility. In such cases, we will look forward to learning about your work through the references you provide.

Secondary Contact:

In this section, you can invite a secondary contact who will also have access to the application. We strongly encourage you to include a secondary contact, which can be very helpful if we need to contact your organization and the primary contact has left or does not respond.

Referees

As part of your application, we ask you to share two references who know your work and can speak about your organization or group. ITF will reach out to them if your organization's application is shortlisted to go to the in-person review meeting. References help us understand the ways you are connected to and recognized within your community.

Who can be a reference?

- Previous funders (if you have received funding before)
- Partner organizations
 (especially those known for their trans, queer, or feminist work in your region)
- Individual activists (respected for their trans, queer, or feminist work in your region)
- Advisors or mentors who know your work closely

We understand that many grassroots groups may not have connections with funders or large organizations. This does not affect your eligibility. In such cases, please provide the name of any trusted person who can speak about your group's work, values, and role in your community.

Instructions:

Please include the full name, relationship to your group, organization (if applicable), and contact information for each reference.

Whenever possible, share an official or organizational email address rather than a personal one i.e gmail. coml/yahoo.com etc (this helps us verify faster).

Please note that when selecting referees they cannot be:

- Other members of your organization (e.g. Staff, Board members, etc.).
- Current ITF Grant Making Panel or Board members.
- Two referees from the same organization.

Once you have identified a person you would like to be your reference, we strongly suggest that you contact them to ask for permission to list them in your application. If an individual is not aware that you have listed them as a reference, they may not respond if we contact them or they may not give a good reference.





Eligibility Quiz

All organizations must complete the eligibility quiz. This is a moment for you to reflect on whether your organization is eligible to apply. We provide this quiz in order to ensure you do not waste your time and resources applying if you do not meet the eligibility criteria. Your responses to the eligibility questions will help you assess whether your organization can apply. Please note that if, during the review of your application or through our due diligence process, we find that your organization does not meet the eligibility criteria, your application may still be marked ineligible at a later stage.

PART 1: Organizational Background

This section helps us understand your organization, who you work with and what you do.

Q: Please select if you would like to complete the application manually through the platform or video.

You will first be asked if you would like to complete the application manually through the platform or submit a video. The following section relates to if you select 'manually.' You can find more information on submitting a video application in Section 7.

Q: What are the main issues facing the trans community in your context? Describe the challenges and opportunities that your work will address. Please be as specific as possible to educate us about what it is like for trans people where you are.

This question asks you to tell us about the social and political context that you work in. What are the issues you are experiencing at the local, national, regional, or international level? Tell us about the biggest challenges that you have had to deal with and the opportunities that you see. Make sure that your application addresses the issues that you describe in this question.

Q: What other organizations (trans, LGBTQI, human rights, etc.) are working in your country or region and how do you collaborate with them? What gap(s) are you filling? Are you addressing something missing in trans organizing?

This question asks you to tell us more about your working context. We want to understand how your organization and work fits into your context. What other organizations are working on trans issues? Are there other trans-led groups, and if so, what gaps are you filling? How do you work with these organizations? If not, why not? We are interested in supporting organizations that work collaboratively and across movements. However, we also understand that there can be challenges and conflict, and we want to understand this reality from your perspective. Our Grant Making Panel needs to understand what gap your organization is filling.

Q: Select the gender identity and/ or expression of the majority of individuals you work with (mark the best answer).

This question asks you to mark the gender identity/expression of the majority of individuals that you work with. Who participates in your activities? Who are the people who come to your events? Who are your members or the people that use your services? Please only mark the field that applies.

Q: Select the 3 main populations that your organization currently works with that are relevant to this application (mark only 3 choices).

This question asks about the main populations that your organization works with. This could be your organization's membership or focus area. You can only tick up to three boxes. Please ensure that you explain how you work with these populations in your application.





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Q: Select the 3 main issues or topics that your organization is primarily working on that are relevant to this application (mark only 3 choices).

This question asks about the main issues or topics that your organization is working on. Where do you invest most of your time and resources? We know many organizations work on multiple issues but here we ask you to mark the three that are the most relevant to this application. Please ensure that you clearly explain how you work on these issues or topics in your application.

Q: Briefly introduce your organization's vision, mission, objectives, and key accomplishments.

This question asks you to introduce your organization. We want to know about your organization's vision, mission, objectives, activities, and key accomplishments. Imagine you have two minutes to convince someone to fund your organization, what would you want them to know about your group and your work?



Q: Please tell us about the gender identities or expressions of the people who make decisions at your organization. While we understand that gender identities and expressions are not easily defined in boxes, this question has the goal of providing more information regarding trans leadership and decision-making, so that we ensure trans and gender non-conforming people are better resourced:

Please indicate the number of decision-makers who identify with each gender identity or expression (for example: trans women - 2, trans men - 1, non-binary - 3, cis woman - 1, etc.)

The Total will get calculated on its own once you save the application draft.

Trans feminine people $\ \square$

Non-binary \square

Non-western gender identity/ expression (e.g. Fa'afafine, Hijra, Muxhe, etc.) □

Cisgender 🗌

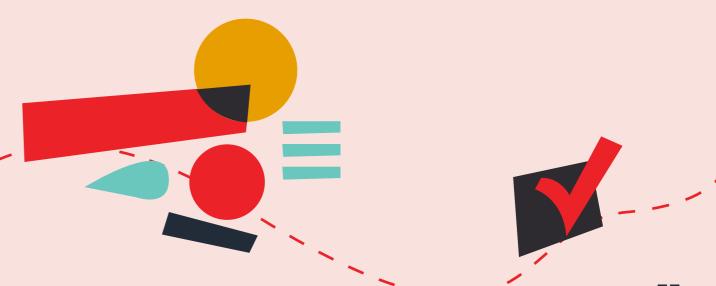
Other 🗌

Total:

The ITF only funds trans-led organizations and it is important to our Grant Making Panel to understand how the leaders of your organization identify in order to ensure funding is flowing to trans movements. How we define leadership includes the governing body (Board, Steering Committee, etc.) and staff that make decisions about the organization (e.g. Strategic, programmatic, or financial). If you have a flat hierarchy (e.g. collective) you should share the breakdown of identities of all your members who participate in making decisions. Please ensure that the numbers align with your response in the following question and/or provide an explanation.

Q: Describe how your organization is trans-led. We want to know who makes strategic and budget decisions. List all the staff and Board members, clearly stating their identities and roles [this should match with the list above). Please note that trans people should make up 75% of the staff, spokespeople, and Board or decision-making body. If this is not the case due to safety reasons or socioeconomic/political conditions, you must demonstrate concretely how trans people make strategic or budget decisions for your organization.

This question asks how your organization is trans-led and who makes strategic and budget decisions. This question is very important and if you do not show trans leadership, your application may be found ineligible. We provide an example in Section 2: Understanding the Eligibility Criteria.



We understand that there are contexts in which it is difficult to demonstrate trans leadership. Such contexts include:

- Safety reasons that mean you are unable to share information about trans people in the organization or to openly frame your work as trans-focused.
- Socioeconomic or political conditions that require trans activists to work within a LGBT organization, or within a broader community that is not solely focused on trans people.

In such cases, we kindly ask that you share such elements about your situation as an organization, explaining how trans people are involved with the work you do.

Some examples include:

If you cannot list trans staff and board members for safety reasons, please provide anonymized descriptions about trans people's participation in the organization.

If you are a group of trans people working within a broader, nontrans-led organization because of context restrictions, one possibility is to demonstrate that your group -- i.e., trans people -- will have significant autonomy in relation to this larger organization. In particular, we suggest that you highlight how trans people have decision-making positions regarding the management of the ITF grant, in case your group is selected.

Please ensure that your responses align with the previous question. Any inconsistencies may lead to organizations being rendered ineligible.

Q: How does your work support trans people who experience the most critical forms of marginalization?

This question asks how your organization supports trans people who experience the most critical forms of marginalization. We want to understand if your organization takes an intersectional approach and what that means to you (see ITF's Definitions in Section 1: Overview of the ITF, for more information on how we define marginalization and intersectionality).

Q: Describe the impact your work has had on the communities you work with over the past 3 years (what are the successes you are most proud of?)

This question asks you to describe the impact your work has had on the communities you work with over the past three years. We want to know about your successes as an organization and what has changed since you started doing your work.

Q: Provide a summary of how you spent your previous ITF grant(s) and what you were able to achieve with these resources. We are specifically looking to learn more about the outcomes or impact from your previous grant(s).

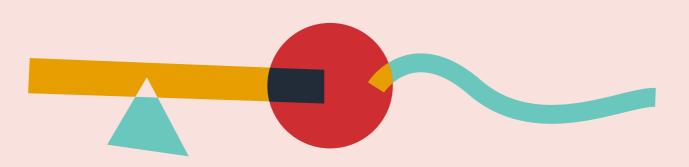
This question asks you to provide a summary of how you spent your previous ITF grant(s) and what you were able to achieve with that funding. The Grant Making Panel wants to see how a new grant would build on the work you have already been funded to do.

PART 2: Funding Request

This section tells us how much money your organization needs, what you are planning to do during the grant cycle, how this will contribute to trans movement building and the impact this funding will have. The ITF will provide organizations with general support (core funding) because we trust you to know what your organization needs to do. General support provides unrestricted funding that enables an organization to carry out its mission. For example, this can be used to rent an office, pay staff, print resources, purchase computers or any other costs the organization deems necessary.

Q:The amount requested from the ITF (request should be in USD):

This question asks the total amount requested from the ITF in US dollars. This must be between \$25,000 - \$50,000 USD. Make sure that the total funding amount requested in this question matches the total amount listed in the Funding Request table.



Q: What are the main activities you are planning for this grant period? (These should be all activities, not just those that apply to the ITF grant).

This question asks about the main activities you are planning for the grant period (August 1– July 31). Please tell us about what you are planning to do with the ITF grant. Additionally, the Grant Making Panel is interested in knowing about your work in general and what you are planning to do during this time period (outside of the ITF grant). We suggest that you are clear about your general work and the ITF-funded work. Please also clarify if the work will be possible if you do not receive a grant from the ITF.

Q: This is a general support grant. However, you may also choose to allocate part of this funding to project activities. Are you requesting funding for:

- General support (core funding) only (complete section 1 in the funding Request table):
- General support (core funding) with project activities (complete section 1 & 2 in the Funding Request table):

The ITF provides general support (core funding) to organizations, but you may also do project work as part of the general support grant. Please tick the box that describes what you want to do with the funding and make sure this answer reflects your responses in the Funding Request table.

Q: Complete the Funding Request Table for the grant that you are requesting. This must be filled in completely to show how you plan to spend the funding.

This question asks you to complete a simple Funding Request table for your organization to provide information on your funding request. We encourage you to provide clear information to help the Grant Making Panel understand what you want to do.

Here are instructions on how to complete the Funding Request table:

- The Funding Request table has two sections. The first asks you to list all costs related to General Support (core funding) (e.g. staff salaries, rent, etc.). The second section asks you to list any Project Grant (project activities) you are requesting funding for. Some organizations may choose to have all expenses listed in the first section or all expenses listed in the second section. Some organizations may choose to allocate expenses in the first and second section.
- Please state the amount in US dollars and not your local currency.
- The total at the bottom of the Funding Request table should equal the total amount you are requesting from the ITF.
- If the Funding Request table is not complete or does not provide enough detail, your application may be found to be ineligible.



Example of a completed Funding Request Table

GENERAL SUPPORT (CORE FUNDING)

Description of Items	Amount (US Dollars)
Description of Items	Hindunt (as Dottars)
 Executive Director Salary - project supervisor 	\$6,000.00
Two community outreach coordinators	\$6,471.00
3. Two social media coordinators	\$6,471.00
4. Internet	\$212.00
5. Microsoft account (5 - 6 people)	\$100.00
6. Online Subscription (website domain, website domain installment, office email data, SoundCloud subscription)	\$688.00
	\$882.00
7. Laptop	\$132.00
8. Harddrive	\$132.00
9. Wireless Microphone	
Total	\$21,088.00

PROJECT GRANT (PROJECT ACTIVITIES)

-		
	Description of Items	Amount (US Dollars)
	ACTIVITY 1 Strengthen internal capacity building	
1.	Weekly capacity building for executive team - external facilitator fee	\$529.00
2.	Weekly capacity building for executive team - refreshment	\$1,000.00
	ACTIVITY 2 Capacity building of trans frontline defenders training	
3.	Orientation package Merchants such as tote bags or hoodies, notebooks. and thermal for 10 Project participants and 5 organizers	\$353.00
4.	Capacity-building workshops - Facilitator fee all taxes included)	\$1,000.00
5.	Refreshments such as coffee tea, and snacks for 11 capacity-building workshops	\$388.00
6.	Stationery for 11 workshops	\$33.00
7.	Collective care events	\$529.00
	ACTIVITY 3 Trans community outreach events	
8.	Healthcare events for trans community	\$485.00
9.	"One of us" community listening event	\$265.00
10.	Creating safe space for trans community events and activity	\$265.00
11.	Refreshments such as coffee, tea, and snacks for the community events	\$676.00
	Total	\$ 5,523.00
TO1	TAL AMOUNT REQUESTED	\$26,611.00

Q: Provide a financial narrative of the costs described in the Funding Request table. If your organization is applying for general support (core funding), describe the items you intend to cover during the grant period and how it advances your work. If you are applying for a project grant, outline the main activities your group will undertake during the grant period that will be funded by the ITF grant. It should be clear at which level (local, country, regional or international) the work will take place.

This question asks for a financial narrative based on the above Funding Request table. Here is where you tell us what you want to do during the grant cycle. The Grant Making Panel will read many applications and decide which organizations to fund, so it is important that you show that you have a clear idea of what you would do with the funding and how it will advance your work.

If you are applying for general support, tell us what you want to fund and why. For example, what staff positions will you fund and what will they do? If this is a project grant, tell us what activities you are planning to do. Where will these activities take place? How many people will be involved? Who will you collaborate or partner with?

It should be clear at which level (local, country, regional or international) the work will take place. It is also advisable that you indicate if the work would still be feasible if your organization does not receive the full amount of requested funding. The Grant Making Panel may decide to award your organization a grant that is less than what you requested if they believe that the money would still be useful.

Q: If you get this grant, what do you think it will help you accomplish or change?

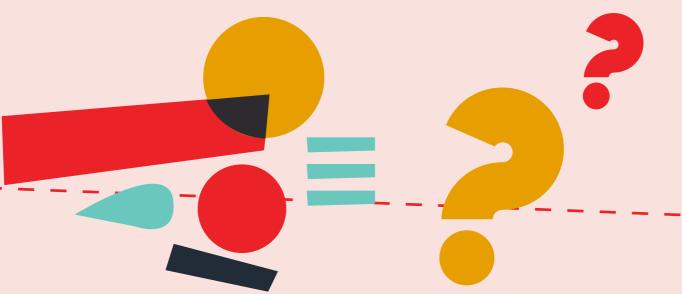
This question asks what you think receiving this grant will help you accomplish or change. This is all about the impact that the grant will have. Here you should tell us exactly what you think will improve or change in your context or community because of funding. For example, will your work contribute to changing a law? Will trans people have better access to health services? Will your organization have stronger governance structures? Will your members have a safe space to meet? Please be realistic, we know that 1-year grants will not change everything so tell us what impact you think this grant will have.

Q: How will your work or project contribute to trans movement building in your context? Why is it critical that your organization exists? Why is it important that your organization gets funded?

This question asks how your work will contribute to trans movement building in your context. Here we encourage you to reflect on the definition of trans movement building (see ITF's Definitions in Section 1: Overview of the ITF). Tell us how your work will help strengthen trans communities, influence public discourse, and change social norms and public policy. We encourage you to use clear examples.

Q: How will this grant build on previous ITF funding received by your organization?

This question asks how this grant will help your organization build on previous ITF funding. Will there be a continuation of work? How does this grant relate to previous funding? The Grant Making Panel is looking to understand how you will build on what we have already funded you to do.





PART 3: Financial Information

This section helps us understand your organization's financial profile. We want to know your operating budget and if you have been funded by other funders in the recent past. This will help us understand your organization's capacity and experience with funding.

Q. What was your organization's overall revenue/income in the previous year? (Please state in \$USD)

This question asks about what your overall revenue/income was in the previous fiscal year. Revenue and income refer to the money that your organization received from grants, donations, merchandise, membership, etc.

You are required to give this information in US dollars. You can find a currency converter online, such as OANDA: https://www.oanda.com/currency/converter/

Q. What was your organization's overall expenses in the previous year? (Please state in \$USD)

This question asks about your organization's overall expenses in the previous fiscal year. This refers to all expenses and costs for the organization.

You are required to give this information in US dollars. You can find a currency converter online, such as OANDA: https://www.oanda.com/currency/converter/

Q: What is your organization's operational budget in the current year (Please state all items in \$USD)? We want to have a clear understanding of your current financial situation. We recognize that the current year is not over so estimations are fine.

This question asks about your budget in the current fiscal year. We want to know how much revenue/income you have secured and your overall expenditures for the year. As you may be submitting your application before the end of the year, we know that you may have to estimate.

*Please note that if your operational budget is over \$100,000 USD you are not eligible to apply for a grant.

Q: Has your group applied to other funders this year or received external funding before? If yes, please select that answer and complete that information.

This question asks if you have previously received external funding. You must list the names of your current or former funders over the past two years and the purpose of those grants. You do not need to tell us about individual one-off donations, fundraising events, merchandise sales, etc.

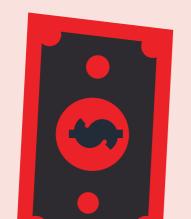
Q: Where else has your organization applied for funding in the upcoming year? Indicate in the status column if the funding is planned, requested, or confirmed.

This question asks you to tell us about other funding you have applied for or are planning to apply for that relates to the upcoming year. In the column marked status, please tell us if this funding is Confirmed (you will definitely receive the grant), Requested (you have applied and are awaiting a decision) or Planned (you intend to apply but the funding is not quaranteed).

Q: What are your sustainability plans? Currently, the ITF provides 1-year grants with no guarantee of ongoing funding. How are you imagining supporting your work over the next 3 years? There is no good or bad answer to this question, we would like to know more about your context of work and how you plan to resource it.

This question asks about how you are thinking about sustainability for your organization. How have you been able to fund your organization and what are your plans over the next 3 years? The ITF can only fund between 10-20% of the applications that we receive so what will you do if you are not funded? How does this application fit into your sustainability plans?

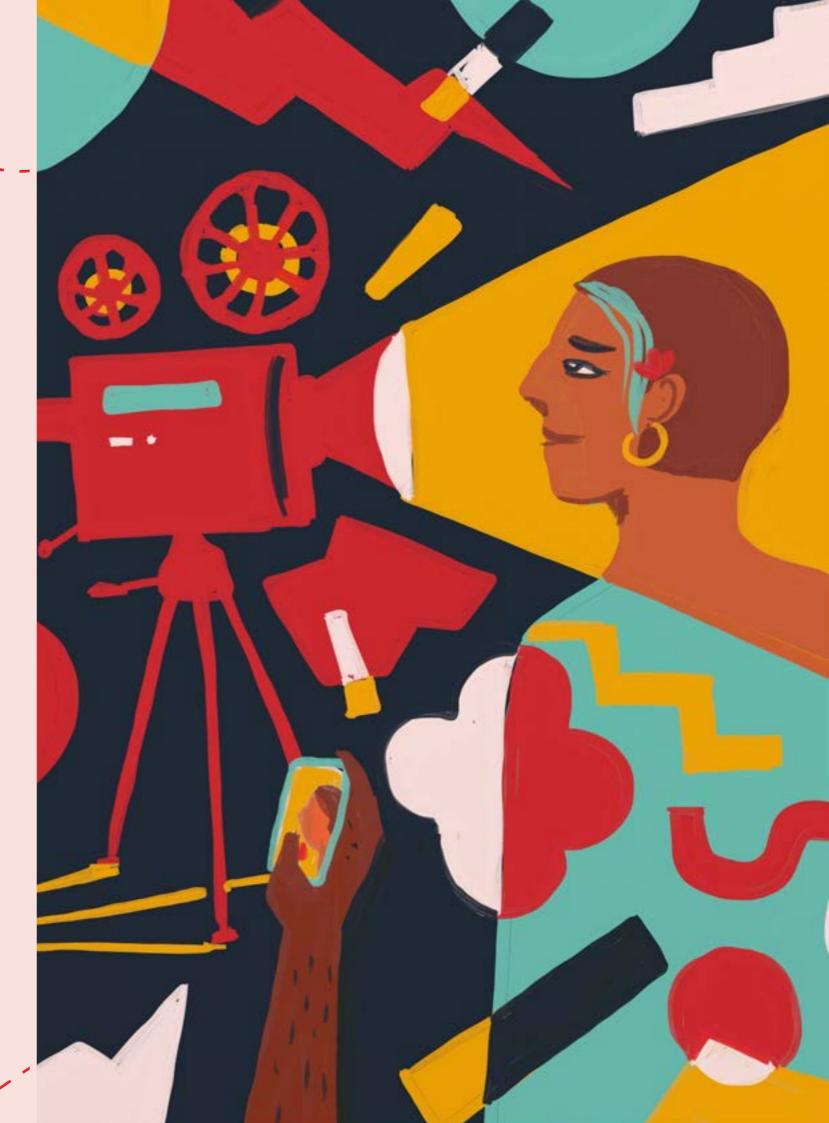




Q: Please share if your organization is experiencing any security threats or you have any digital safety concerns. Let us know if you have any other needs and what would be the preferred communication channel for us to get in touch with your group.

This question asks if your organization is experiencing any security threats or if you have any digital safety concerns. We also ask you to share your preferred communication channel for us to contact your group and if you have any other needs (proton or other safe email client, Signal etc.).





Video Applications

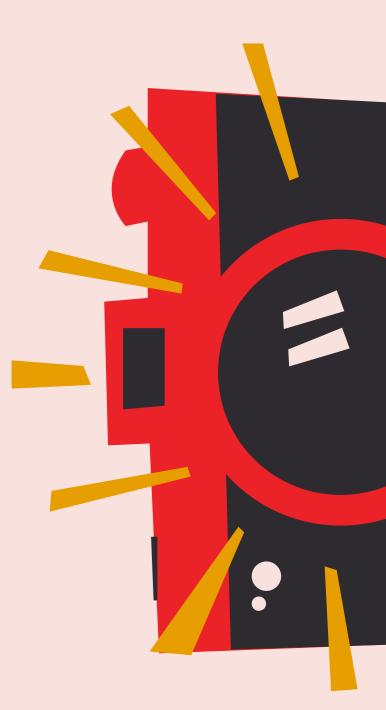
To promote accessibility for all organizations, the ITF welcomes video applications. This is limited to organizations that do not have the capacity to write an application in English, French, Russian, Simplified Chinese or Spanish, but are able to provide a spoken application in one of these languages. All applications need to answer the same questions. We will require organizations to submit contact information and the Funding Request table in writing.

If you are uploading a video application, please ensure that you respond to the following questions in your video presentation:

- What are the main issues facing the trans community in your context? Describe the challenges and opportunities that your work will address.
- Briefly introduce your organization's vision, mission, objectives, and key accomplishments.
- Who are the communities that your organization works with?

- Describe how your organization is trans-led. We want to know who makes strategic and budget decisions. List all the staff and Board members, clearly stating their identities and roles.
- How does your work support trans people who experience the most critical forms of marginalization? Describe any relevant partnerships and collaborations your organization engages with to address these issues.
- What are the main activities you are planning for this grant period? (These should be all activities, not just those that apply to an ITF grant).
- If you get this grant, what do you think it will help you accomplish or change?
- How will your work or project contribute to trans movement building in your context?

Please note that the video upload will be a maximum of 2GB, and that you will still be required to respond to a few questions with text. Please review the SEED or THRIVE sections for more information.





SEED and THRIVE Scorecards

In our commitment to transparency, the ITF is sharing the SEED and THRIVE scorecards that the Grant Making Panel uses to assess all eligible applications. Each application is scored on these criteria and assigned a score out of 10. We urge applicants to consider this scoring matrix as they write their applications, ensuring you provide clear information for each question.

- Each question in the scorecard is scored between 1 and 10.
- 1 2: Answer was very weak
- 3 4: Answer was weak
- ▶ 5: Answer was OK
- 6 7: Answer was strong
- 8 9: Answer was very strong
- ▶ 10: Answer was exceptional

SEED SCORECARD

1. The applicant's proposed work will benefit the trans community 2. The applicant's work will have a positive impact on movement building

- 3. The applicant's work addresses ITF's priorities
- 4. The applicant's work fills a gap in their context
- 5. The application is realistic and meets the requirements.

TOTAL SCORE OF APPLICATION

(The average of all scores. Add all 5 scores and divide by 5. Aim for 10-20% to be 8-10)

Scorecard

Score: Explanation:

Score:

Explanation:

Score:

Explanation:

Score:

Explanation:

Score:

Explanation:

Feedback on Application

In order for us to provide groups with feedback on their applications, we need you to share your overall impression of the application, what did you like about the application? What would you suggest that the group improve on the next time they apply?

We encourage you to share something you found positive about the application as well as constructive criticism which will help this group write a stronger application next time.



This is what we ask the GMP to provide as feedback to groups. If your application is declined, you can request this information at info@transfund.org

THRIVE SCORECARD

community

Scorecard 1. The applicant's proposed work will benefit the trans

2. The applicant's work has already had a positive impact on movement building and/or on addressing ITF priorities

3. The applicant's work will have a positive impact on movement building

4. The applicant's work addresses ITF's priorities

5. The applicant's previous work was effective in using the ITF grant(s)

6. The applicant's work fills a gap in their context

7. The application is realistic and meets requirements

Score:

Explanation:

Score: Explanation:

Score:

Explanation:

Explanation:

Score:

Score: Explanation:

Score:

Explanation:

Explanation:

Score:

TOTAL SCORE OF APPLICATION

(The average of all scores. Add all 5 scores and divide by 5. Aim for 10-20% to be 8-10)

Feedback on Application

In order for us to provide groups with feedback on their applications, we need you to share your overall impression of the application, what did you like about the application? What would you suggest that the group improve on the next time they apply?

We encourage you to share something you found positive about the application as well as constructive criticism which will help this group write a stronger application next time.



Conflict of Interest

The ITF strives to ensure transparency, fairness, and integrity. Our aim has always been to balance the need to resource trans activism and not limit opportunities for underrepresented trans-led organizations with the need to sustain the ITF as a functioning, long-term and trusted initiative.

At the beginning of our grantmaking, the ITF allowed organizations that included Board members and Grant Making Panel members to apply for ITF funding. We understood that many of the individuals who volunteer for the ITF are also part of trans movements in their countries and regions and need access to funding. In order to promote the integrity of the process, we instituted several checks and balances to prevent real or perceived conflicts of interest and ensure fairness and transparency at every stage of the process.

During the course of our grantmaking, the ITF has funded incredible organizations across the globe, including those with Board or Grant Making Panel members.

In 2019, the decision was made that organizations where Board or Grant Making Panel members are involved can no longer apply for funding while the individual is a sitting member of either ITF decision-making bodies. A conflict of interest, even if only perceived, may be detrimental to the sustainability and credibility of the ITF.

Board members, Grant Making
Panel members or their family
members cannot be significantly
involved in any organization that is
applying for funding from the ITF.
A person or their family member

In addition, me
or Grant Making
benefit financia
they assess or e
failure to discla

Is a paid staff member.

apply:

Is a board or steering committee member.

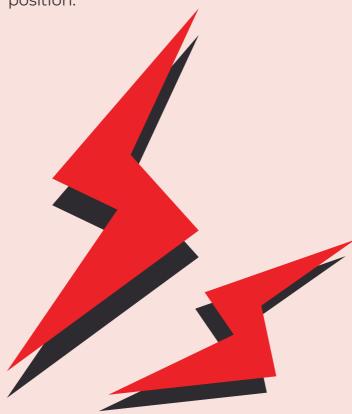
is considered significantly involved

if any of the following conditions

- Is involved in key decisionmaking in the organization.
- Is a volunteer that is significant in the organization (e.g. being involved in the day-to-day work of the organization or contributing more than 15 hours a week).
- Is legally or fiscally responsible.
- Is a paid consultant.
- Has been involved in any of the capacities mentioned above in the last 12 months.

In addition, members of the Board or Grant Making Panel may not benefit financially from the grants they assess or existing ITF grants. Failure to disclose a conflict of interest may result in the removal of the individual from the Board or Grant Making Panel and/or the cancellation of a grant if awarded.

A Board or Grant Making Panel member and the organization they are involved in can apply for ITF funding immediately after the Board or Grant Making Panel member has resigned from their position.





ITF REGIONS

AFRICA AND WEST ASIA

Algeria Angola Bahrain Benin Botswana Burking Faso Burundi Cabo Verde Cameroon Central African Republic Chad Comoros Côte d'Ivoire Democratic Republic of the Congo Djibouti

Egypt
Equatorial Guinea
Eritrea
Ethiopia
Gabon
Ghana
Guinea

Guinea-Bissau Iran

Iraa Jordan Kenya Kuwait Lebanon Lesotho Liberia Libya Madagascar Malawi Mali Mauritania Mauritius Mayotte Morocco Mozambique Namibia Niger Nigeria

Oman Qatar Republic of Cyprus Republic of the Congo Réunion Rwanda Saint Helena Sao Tome and Principe Saudi Arabia

Senegal
Seychelles
Sierra Leone
Somalia
South Africa
South Sudan
State of Palestine

Sudan Swaziland Surian Arak

Syrian Arab Republic Tanzania (official name: United Republic of

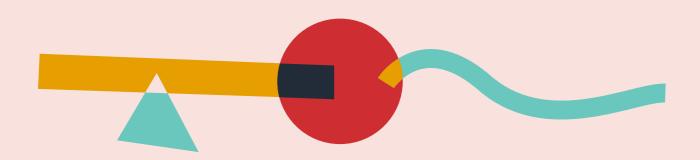
Tanzania)
The Gambia

Togo (official name: Togolese Republic)

Tunisia Turkey Uganda

United Arab Emirates Western Sahara

Yemen Zambia Zimbabwe



EAST, SOUTH & SOUTHEAST ASIA, AND THE PACIFIC

Afghanistan American Samoa Bangladesh Bhutan Brunei Darussalam

Cambodia

China (official name: People's Republic of

China)

Cook Islands

Fiji

French Polynesia

Guam Hong Kong India Indonesia

Japan Kiribati

Lao People's Democratic

Republic

Macao Malaysia Marshall Islands Micronesia (official name: Federated States of Micronesia) Mongolia

Myanmar Nauru Nepal

New Caledonia

Niue

Norfolk Island North Korea (official name: Democratic People's Republic of

Korea)

Northern Mariana

Islands Pakistan Palau

Papua New Guinea Pitcairn Islands

Samoa Singapore

Solomon Islands South Korea (official

name: Republic of Korea)

Sri Lanka Taiwan Tasmania Thailand The Maldives The Philippines Timor Leste

Tokelau Tonga Tuvalu Vanuatu Vietnam

Wallis and Futuna

EASTERN EUROPE & CENTRAL ASIA

Albania Armenia Azerbaijan Belarus Bosnia and Herzegovina Bulgaria

Croatia Czech Republic

Estonia Georgia

Hungary Kazakhstan Kyrgyzstan Latvia Lithuania North Macedonia

Montenegro Poland

Republic of Moldova Romania

Russian Federation

Serbia Slovakia Slovenia Tajikistan Turkmenistan Ukraine

Uzbekistan

LATIN AMERICA & THE CARIBBEAN

Anguilla Antiqua and Barbuda

Argentina Aruba Bahamas Barbados Belize

Bermuda Bolivia (official name:

Plurinational State of

Bolivia)

Bonaire, Sint Eustatius

and Saba Brazil

British Virgin Islands Cayman Islands

Chile Colombia Costa Rica

Cuba Curação Dominica

Dominican Republic

Ecuador El Salvador

Falkland Islands (Islas

Malvinas) French Guiana Grenada

Guatemala Guyana

Honduras Jamaica

Mexico Montserrat

Guadeloupe Haiti

Martinique

Nicaragua

Panama Paraguay

Peru Puerto Rico

Saint Kitts and Nevis

Saint Lucia Saint Martin

Saint Vincent and the

Grenadines

Saint-Barthélemy Sint Maarten Suriname

Trinidad and Tobago Turks and Caicos Islands

United States Virgin Islands Uruguay

Venezuela (official name: Bolivarian Republic of

Venezuela)

USA, EUROPE, AUSTRALIA, NEW **ZEALAND AND CANADA**

Åland Islands

Andorra Australia

Austria Belgium

Canada

Channel Islands

England

Denmark Faroe Islands

Finland France Germany Gibraltar

Greece

Guernsey

Holy See Iceland

Ireland Isle of Man

Israel Italy

Jersey

Liechtenstein Luxembourg

Malta Monaco

New Zealand Northern Ireland

Norway

Saint Pierre and Miquelon

San Marino

Sark

Scotaland

Spain

Svalbard and Jan Mayen

Islands Sweden Switzerland

The Netherlands

USA Wales

