

THE HEINZ ENDOWMENTS

HOWARD HEINZ ENDOWMENT • VIRA I. HEINZ ENDOWMENT

Community Partners Fund Application Instructions

Our grantee portal is transitioning from the current Blackbaud Legacy Portal to a new Blackbaud Applicant & Grantee Portal.

Any questions, please contact grants@heinz.org.

This new Blackbaud Applicant & Grantee Portal will make the application process easier. You will now have a single account to manage all funders using Blackbaud Grantmaking in one consolidated portal. If you already use a Blackbaud product, such as Raiser Edge, you won't need to create a secondary login. You will be required to securely sign in with a new Blackbaud ID or use an existing Blackbaud ID if you use other Blackbaud products.

Please be sure to add both noreply@blackbaud.com and noreply@yourcause.com to your safe senders list. These are the emails from which communications regarding your account will be sent.

Once you click on the link to complete a Community Partners Fund Application, you will be prompted to create a Blackbaud ID or login if you already have a Blackbaud ID login account.

Language
English (American) ▼

blackbaud

Applicant Portal

ENTER YOUR ACCOUNT DETAILS BELOW

Email address*

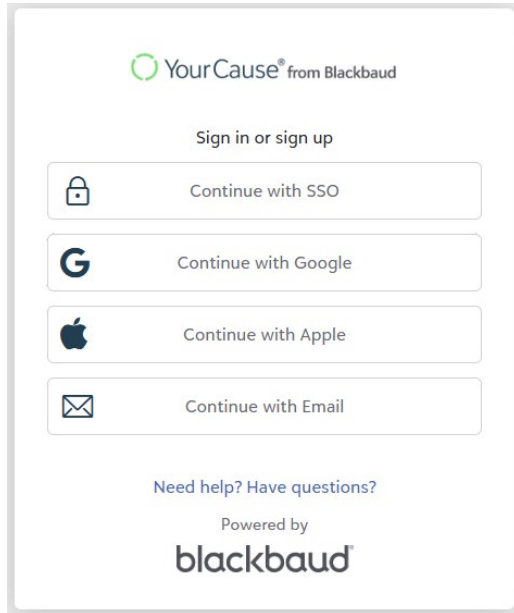
☐ Remember me

Sign in

Need help signing in? **Create account**

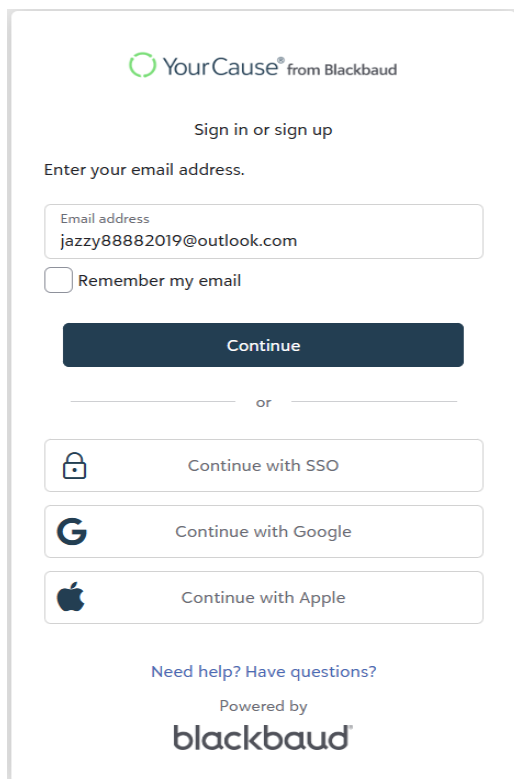
Powered by: YourCause

You will then see the YourCause from Blackbaud screen prompting you to sign in with one of four methods. Choose your preferred method.



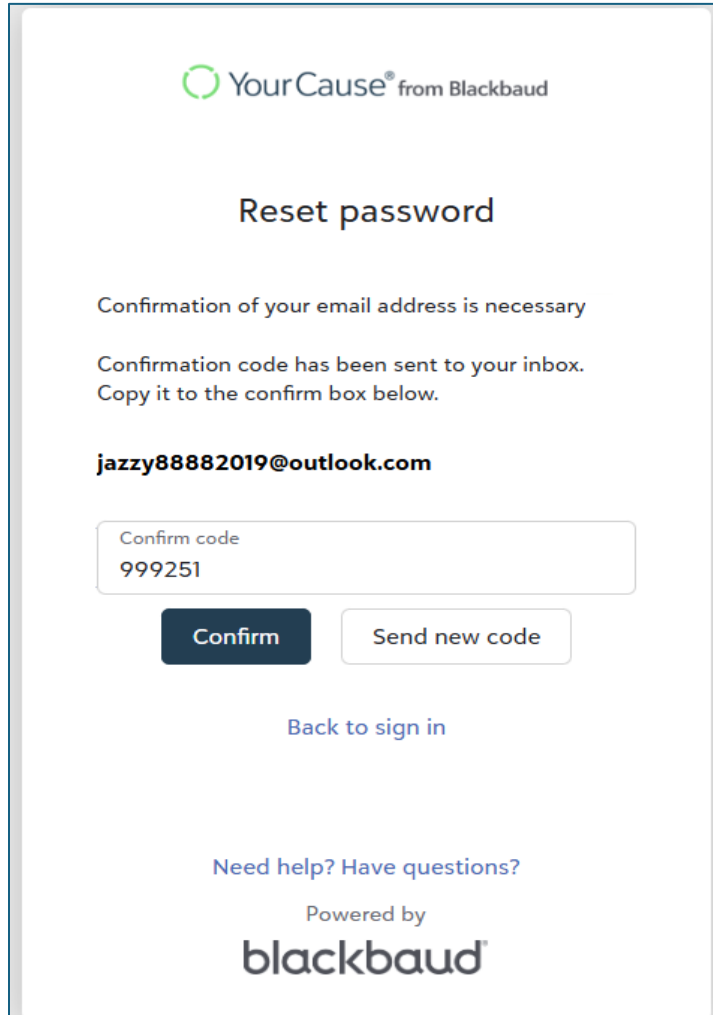
The image shows a sign-in screen for 'YourCause from Blackbaud'. At the top is the logo. Below it is the text 'Sign in or sign up'. There are four buttons for different sign-in methods: 'Continue with SSO' (with a lock icon), 'Continue with Google' (with a 'G' icon), 'Continue with Apple' (with an Apple icon), and 'Continue with Email' (with an envelope icon). Below these buttons is a link that says 'Need help? Have questions?'. At the bottom, it says 'Powered by blackbaud' with the Blackbaud logo.

You will be prompted to enter your credentials.



This image shows the same sign-in screen as the previous one, but with an additional step. Below the 'Sign in or sign up' text, there is a prompt 'Enter your email address.' followed by a text input field containing the email 'jazzy88882019@outlook.com'. Below the input field is a checkbox labeled 'Remember my email'. A dark blue 'Continue' button is positioned below the checkbox. Below the button is a horizontal line with the word 'or' in the center. Underneath this line are three buttons for sign-in methods: 'Continue with SSO' (with a lock icon), 'Continue with Google' (with a 'G' icon), and 'Continue with Apple' (with an Apple icon). At the bottom, there is a link 'Need help? Have questions?' and the text 'Powered by blackbaud' with the Blackbaud logo.

Confirm your credentials from your email by entering the confirmation code sent to your inbox.



The image shows a web interface for 'YourCause from Blackbaud' with the title 'Reset password'. It instructs the user that email confirmation is necessary and that a code has been sent to their inbox. The email address 'jazzy88882019@outlook.com' is displayed. A text box contains the 'Confirm code' '999251'. Below this are two buttons: 'Confirm' and 'Send new code'. A link 'Back to sign in' is also present. At the bottom, it says 'Need help? Have questions?' and 'Powered by blackbaud'.

YourCause® from Blackbaud

Reset password

Confirmation of your email address is necessary

Confirmation code has been sent to your inbox.
Copy it to the confirm box below.

jazzy88882019@outlook.com

Confirm code
999251

Confirm Send new code

[Back to sign in](#)

[Need help? Have questions?](#)

Powered by
blackbaud

Once your access has been verified, you may sign on to the form by selecting “Start new application”.

**THE HEINZ
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VIRIA I. HEINZ ENDOWMENT

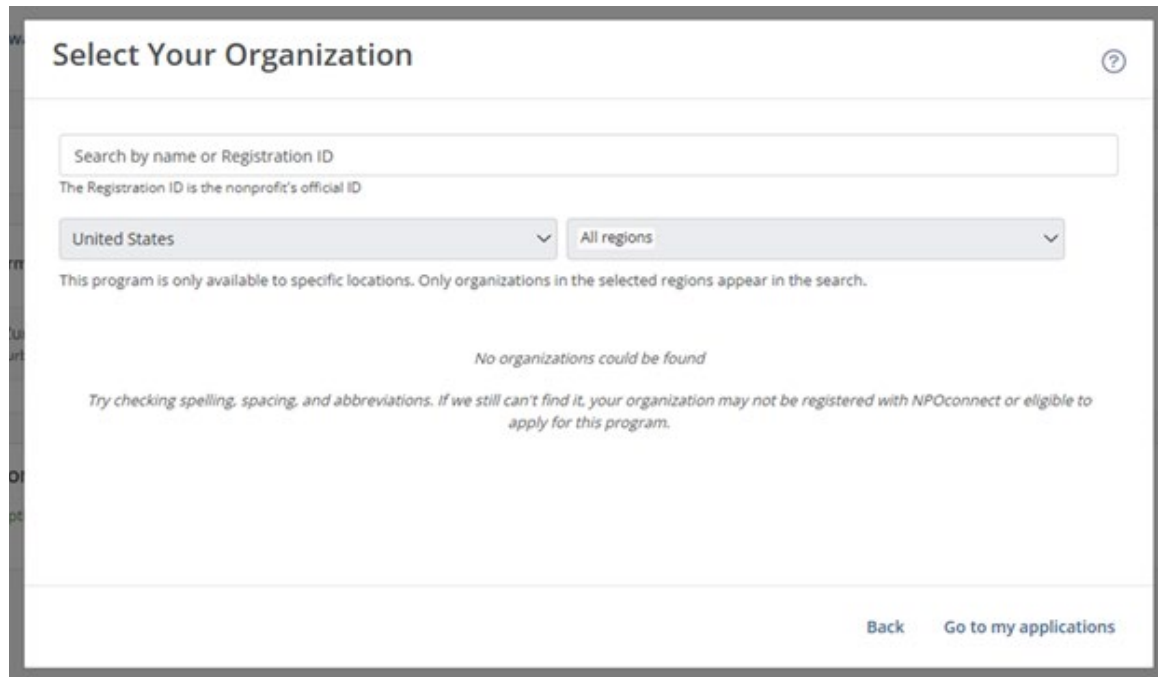
Community Partners Fund
Program is accepting applications

The purpose of this fund is to provide resources for partners to support our community's vulnerable populations in the midst of rapidly changing federal policies and programs. The monies will be distributed directly to the organizations or to pooled funds created to support groups of nonprofits.

[View all my applications](#)

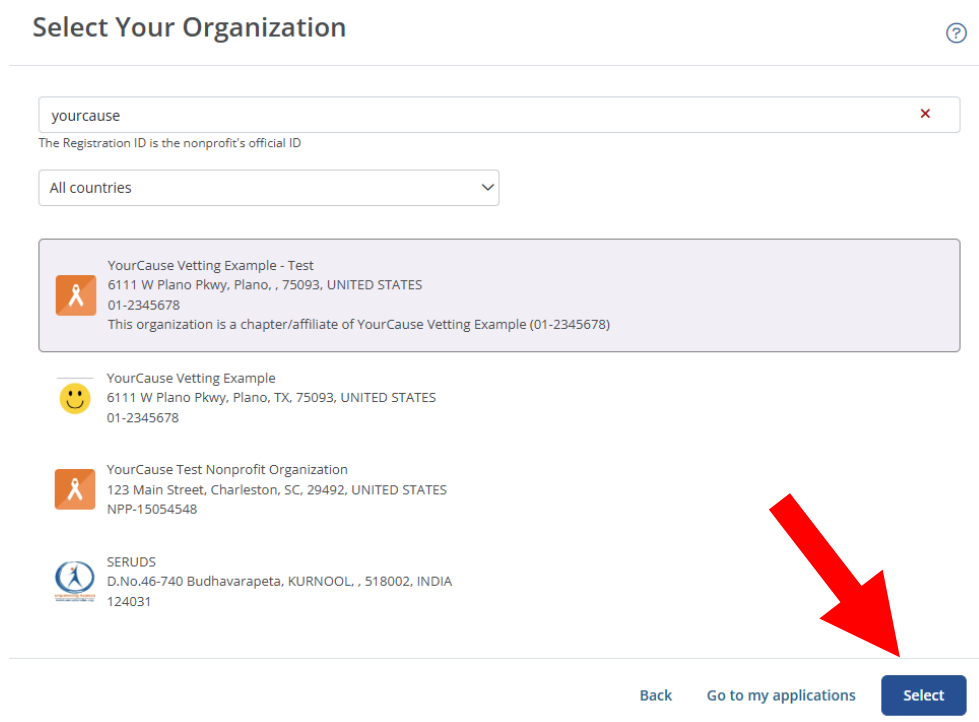
[Start new application](#)

You will be prompted to select **YOUR organization**, in the Search box, enter **your organization name or tax ID** and then press enter on your keyboard to search. NOTE: This is your organization not The Heinz Endowments.







The screenshot shows a web interface titled "Select Your Organization". It features a search bar with the placeholder text "Search by name or Registration ID". Below the search bar, a note states "The Registration ID is the nonprofit's official ID". There are two dropdown menus: one for "United States" and another for "All regions". A message below the dropdowns reads: "This program is only available to specific locations. Only organizations in the selected regions appear in the search." The main content area displays "No organizations could be found" and provides a tip: "Try checking spelling, spacing, and abbreviations. If we still can't find it, your organization may not be registered with NPOconnect or eligible to apply for this program." At the bottom right, there are two links: "Back" and "Go to my applications".

If your organization is a 501(c)(3) charitable organization, the system will find your organization. Select the organization by clicking on it, then click Select in the lower right corner.



This screenshot shows the same "Select Your Organization" interface, but with search results. The search bar contains the text "yourcause". The dropdown menus are set to "All countries". The results list includes four entries, each with an icon, a name, an address, and a registration ID. The first entry is highlighted with a light purple background. A large red arrow points from the bottom right towards the "Select" button at the bottom of the page. The "Select" button is a blue button with white text, located next to "Go to my applications" and "Back" links.


Icon	Organization Name	Address	Registration ID
	YourCause Vetting Example - Test	6111 W Plano Pkwy, Plano, , 75093, UNITED STATES	01-2345678
	YourCause Vetting Example	6111 W Plano Pkwy, Plano, TX, 75093, UNITED STATES	01-2345678
	YourCause Test Nonprofit Organization	123 Main Street, Charleston, SC, 29492, UNITED STATES	NPP-15054548
	SERUDS	D.No.46-740 Budhavarapeta, KURNOOL , 518002, INDIA	124031

Once inside the form, instructions will be displayed for you to enter additional applicants from your organization, such as the executive director or another employee, who are familiar with the grant request. You will be able to share responsibility to complete/submit the application.

Click the Manage Applicants link.

The Heinz Endowments Community Partners Fund

Applicant Information



When the form opens, you can add the applicant's email. Additional information fields open. Click Create to add the contact.

Manage Applicants

Add Applicant

Add additional applicants to this application and select what permissions they have.

joseph@test.com

This applicant does not exist. Create an applicant below and assign permissions.



First Name*

Joseph

Last Name*

Tester


Language*

English (American)  

☐ Is this person an employee of The Heinz Endowments?

Clear

Create

APPLICANT	PERMISSIONS
Jill Zurborg jill.zurborg@blackbaud.com	<ul style="list-style-type: none">Owner of applicationEdit - Can add/edit and delete applicantsReceives application update emails 

Close


Click on the pencil, to the right of the contact's name, to set permissions for the new person.

Manage Applicants

Add Applicant
Add additional applicants to this application and select what permissions they have.

Search by applicant email

Clear Add

APPLICANT	PERMISSIONS
Jill Zurborg jill.zurborg@blackbaud.com	<ul style="list-style-type: none">Owner of applicationEdit - Can add/edit and delete applicantsReceives application update emails 
Joseph Tester joseph@test.com	<div>Permissions for Joseph Tester</div> <div><input type="checkbox"/> Can manage applicants</div> <div><input type="checkbox"/> Receives email notifications for application status updates</div> <div><input type="checkbox"/> Current owner</div> <div>Cancel Save</div>

Close



After adding permissions, click CLOSE.

Manage Applicants

Add Applicant
Add additional applicants to this application and select what permissions they have.

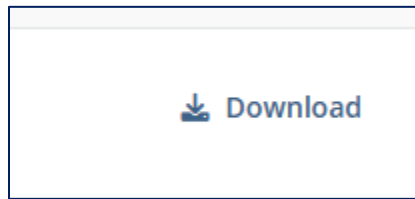
Search by applicant email

Clear Add

APPLICANT	PERMISSIONS
Jill Zurborg jill.zurborg@blackbaud.com	<ul style="list-style-type: none">Owner of applicationEdit - Can add/edit and delete applicantsReceives application update emails 
Joseph Tester joseph@test.com	<ul style="list-style-type: none">Edit - Can add/edit and delete applicantsReceives application update emails <div>✕ </div>

Close

You may also click the DOWNLOAD icon on the right corner to download a copy of the form.



Conditional logic is used in this form to streamline the application process by showing only the fields that are relevant to your organization which is determined by how questions are answered throughout the form.

In the Mailing/Street Address cell, begin typing your name and a prompt will attempt to find the address.

A screenshot of a web form. At the top, the label "Mailing/Street Address*" is in red. Below it is a text input field containing "5530 Penn Ave,". A dropdown menu is open, showing five suggestions, each preceded by a location pin icon: "5530 Penn Ave Pittsburgh, PA, USA", "5530 Penn Ave S Minneapolis, MN, USA", "5530 Penn Ave Dayton, OH, USA", "5530 Penn Ave Wernersville, PA, USA", and "5530 Penn Ave N Brooklyn Park, MN, USA".

If the address is incorrect, or not found, you may enter the address by clicking “Can’t find your address?” to open an address form.

A screenshot of a web form. At the top, the label "Mailing/Street Address*" is in red. Below it is a text input field with a red border containing the placeholder text "Start typing to search for an address". Below the input field is a blue link that says "Can't find your address?".

On the Contact Information tab, click the **+ Add new** link, on the right to open the form.

Welcome [Organization Name of 501\(c\)...](#) [Contact Information](#) [Proposal - LOI](#) [Proposal Attachments](#)

Head of Organization (only 1)

Head of the Organization (e.g. CEO, President or Executive Director)*

Click the "Add New" link at the top right.

Minimum number of responses: 1

[+ Add new](#) [Import](#)

PREFIX	FIRST NAME	LAST NAME	EMAIL ADDRESS	OFFICE TELEPHONE	EXTENSION	TITLE
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Complete the required information in the form, then click SAVE.

minimum number of responses: 1

Add New

Head of the Organization (e.g. CEO, President or Executive Director)

Prefix

First name*

Last name*

Email address*

Office telephone*

Extension

Title*

Cancel [Save and add another](#) [Save](#)

If the Head of the Organization contact is the same as the Primary Contact for the request, check the box just below the Head of Organization contact form. The request record will disappear, allowing the same person to be added to the request record, without having to fill out the form again.

Check here if Primary Contact for the Request is the same as the Head of Organization

Next, complete the Proposal information.

Welcome Organization Name of 501(c)... Contact Information Proposal Demographics Proposal Attachments

The purpose of this fund is to provide resources for partners to support our community's vulnerable populations in the midst of rapidly changing federal policies and programs. The monies will be distributed directly to the organizations or to pooled funds created to support groups of nonprofits.

Uses can include capacity building, technical assistance, legal needs, physical or data security needs, education and advocacy, communications and outreach, organizational change management, or scenario planning and risk analysis.

Funds are limited and we understand that community needs are significant, therefore, we will assess proposals based upon the following criteria:

Urgency

- Addresses an immediate need
- Takes advantage of a time-sensitive opportunity

Impact

- Serves a large number of people
- Has far-reaching or long-lasting implications (systems-change, policy, etc.)

Severity

- Mitigates an extreme harm or potential harm

Innovative Collaboration

Pitches from three or more nonprofit organizations and/or governmental entities working in collaboration in order to:

- Find creative ways to address service delivery gaps created by grant terminations or changes to/eliminations of federal programs, policies, or regulations; or
- Launch advocacy campaigns designed to protect critical programs, policies, or regulations or vulnerable populations; or
- Explore a merger to seek operational and financial efficiencies.

Statement of Purpose*

Identify the primary objective of the grant (one-sentence summary; this is a 255 character field)

Proposal Attachments tab:

There are two required attachments to upload. There is also an “Additional Attachments” field to add up to five additional files. The accepted file types are shown under the box.

To remove a file, click the red X on the right. As you add files, each file name will show under the upload box.

Welcome

Organization Name of 501(c)...

Contact Information

Proposal

Proposal Attachments

More

Project Budget*

Please attach a complete project/program budget with income and expenses. Indicate expenses to be covered by this request.

Click or drop files here to upload

Maximum file size: 29MB

Accepted file types include: bmp, csv, doc, docx, gif, jpeg, jpg, pdf, png, rtf, tif, tiff, txt, xls, xlsx

Form (5).pdf

Signed Patriot Act*

Upload a current year, Patriot Act statement on your corporate letterhead, signed by the head of the organization. [Click here for an example..](#)

Click or drop files here to upload

Maximum file size: 29MB


Accepted file types include: bmp, csv, doc, docx, gif, jpeg, jpg, pdf, png, rtf, tif, tiff, txt, xls, xlsx

Patriot Act Compliance.pdf



Additional Attachments

Additional information is optional. For any attached files, please use the file name to indicate the purpose of the file. You may add up to 5 files. Each file cannot exceed 29 MB.

When the application is complete, click SUBMIT. You will then be taken to your applications page to see the submitted form as well as the unique Application ID.

 Application ID: 1745290	Community Partners Fund Cheryl Dabat on behalf of THE HEINZ ENDOWMENTS	Awaiting review
	The Heinz Endowments Community Partners Fund	Submitted on May 30, 2025
	Created on May 30, 2025 Manage	

If your application has been successfully submitted, you will receive a confirmation email showing your Application ID and the form name.

	<div> Your Application Has Been Submitted</div> <p>Dear Cheryl,</p> <p>You have successfully submitted your application for the following program:</p> <p>The Heinz Endowments / Community Partners Fund</p> <p>Application ID: 1745290 Form Submitted: The Heinz Endowments Community Partners Fund Project Title: Statement of Purpose for this application</p> <p>Sincerely, The Heinz Endowments</p> <p>grants@heinz.org</p> <p>Go to your portal</p>
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You may return to the portal via this link:
<https://bbgm-apply.yourcausegrants.com/apply/applications>