Thank you for your interest in the Sasaki Foundation Design Grants 2025 Call for Proposals.

This Word document will serve as a worksheet to allow you to draft your responses to the short answer questions included in the online application. This format leverages Word’s built-in spell check and word count functions to help you review and edit your answers.

Please note: this form is NOT an application and will NOT be accepted in lieu of a completed application. For the formal online application, please visit: [www.sasakifoundation.org/2025-call-for-proposals](http://www.sasakifoundation.org/2025-call-for-proposals).

**Project Information**

1. Project Name

*Reminder: If you are selected as a finalist, the Sasaki Foundation will publish the descriptions you provide in this application. Ensure they are fully vetted before submitting.*

2. 100-word Project Description (<100 words)

3. 40-word Project Description (<40 words)

**Contact Information**

4. Team Leader Contact Information

* Name
* Firm/Organization name
* Address
* Website (if applicable)
* Email
* phone

5. Who is your team’s Fiscal Agent? (A public charity must serve as fiscal agent: the organization who will receive payment and with whom the Sasaki Foundation will contract.):

* Contact name
* Organization name
* Address
* Website (if applicable)
* Email
* phone

**Team Member Information**

***Inclusion:*** *We value diverse perspectives. We seek to find inclusive processes that make space for dialogue and difference. We encourage proposals from women; transgender, genderqueer, or gender non-conforming individuals; members of racial or ethnic minorities; and individuals with physical and/or intellectual disabilities.*

*All demographic questions include the option “prefer not to answer.”*

6. Team Leader:

* Name
* Occupation
* Place of employment
* Other organization affiliations (include role if applicable)
* Email
* With which gender do you most identify?
* With which races, ethnicities, or origins do you most identify?
* Do you identify as an individual with a physical and/or intellectual disability?

7. Additional Team Members:

* Name
* Occupation
* Place of employment
* Other organization affiliations (include role if applicable)
* Email
* With which gender do you most identify?
* With which races, ethnicities, or origins do you most identify?
* Do you identify as an individual with a physical and/or intellectual disability?

**Research Topic**

8. Select the research topic(s) that best align(s) with your project’s goals. If your project or research does not fit into one of these categories but is directly related to design and equity, please select “Other” and describe the nature of your topic:

* Creative Community Building
* New Models for Housing
* Innovation in Transit and Access to Mobility Choices
* Innovation in Health and Wellbeing
* Proactive Approaches to Climate Adaptation
* New Uses for AI in Design
* Other

**Evaluation Criteria (reference for the following questions)**

**Design**: We seek proposals that use interdisciplinary thinking to challenge the status quo. We support design ideas that engage and contribute to communities. Winning projects will have creative yet actionable ideas.

**Equity**: We seek proposals that benefit historically underrepresented communities by targeting systemic barriers. Winning projects will collaborate deeply with a community to meet its unique needs.

**Inclusion**: We value diverse perspectives. We seek to find inclusive processes that make space for dialogue and difference.

**Innovation**: We seek proposals that foster innovation, creativity, and interdisciplinary approaches to design. Winning projects will include forward-thinking, rather than reactive, concepts and ideas.

**Impact**: We seek proposals that can produce positive impacts within the communities they serve. Winning projects will exhibit scalability or replicability across other communities with similar characteristics.

**Note**: All winning projects must have a community focus in Greater Boston or the Massachusetts Gateway Cities.

**Proposal Information Part I - Project Description**

9. Please submit a detailed project description. Highlight the following elements of your proposal: (< 500 words)

* What are the issues and opportunities you plan to address?
* How does this project relate to the Sasaki Foundation’s research topics and mission of equity in design?
* Why is this proposed project significant?
* Describe the community you are seeking to serve (e.g. location, population, demographics).
* How do you plan to engage with this community? How is this community represented on your team?

**Proposal Information Part II - Goals and Objectives**

10. Please outline the goals and objectives of your proposal: (< 500 words)

* How will this grant address important equity and resiliency issues, make tangible improvements, and achieve success?
* What are the benefits for the community?
* What are the benefits for the team?
* How can you benefit from being a part of the Design Grants cohort?
* What specific approaches do you hope to learn from design professionals?

**Proposal Information Part III - Team Structure**

*Applicants must be teams of two to four individuals. Winning teams must include a community advisor. This advisor can be a local leader, nonprofit professional, designer, artist, business leader, or other individual from the project’s focus community. Teams can also include individuals or representatives of nonprofits, civic, and community organizations. We encourage teams to be multidisciplinary in their composition and thinking.*

11. Please describe your team members and their roles. How will each team member contribute to the project? (< 250 words)

**Proposal Information Part IV – Diversity, Equity, and Inclusion**

***Equity****: We seek proposals that benefit historically underrepresented communities by targeting systemic barriers. Winning projects will collaborate deeply with a community to meet its unique needs.****Inclusion****: We value diverse perspectives. We seek to find inclusive processes that make space for dialogue and difference.*

12. Diversity, equity, and inclusion are important values of the Sasaki Foundation. Please describe how your team, community focus, or project will help us advance these priorities. (< 250 words)

**Proposal Information Part V - Timeline and Activities**

*Applicants must create a compelling story around how their project meets the specific needs of their focus community. This narrative must include a community outreach and engagement plan.*

13. Please include information about your proposed project timeline, activities, and final deliverables. (< 150 words)

**Proposal Information Part VI - Evaluation**

***Impact:****We seek proposals that can produce positive impacts within the communities they serve. Winning projects will exhibit scalability or replicability across other communities with similar characteristics.*

14. How will you evaluate the success of your project? (< 250 words)

* What are the anticipated results?
* What methods will you use to measure your progress?
* What metrics will you be tracking?

**Proposal Information Part VII - Funding Considerations**

Please provide a high-level budget for this project (September 2025 to June 2026) to demonstrate its feasibility. If your project's financial needs exceed a Design Grant ($17,500), please also identify how you plan to close the gap with funding from outside sources.

15. Income (e.g. Design Grants, other grants, sponsorship, donations, etc.)

16. Expenses (e.g. team member time, program costs, etc.)

17. How will grant funds from the Sasaki Foundation impact your project? If your proposal is part of a larger project, also note the significance of funding this specific proposal in relation to the larger project.

**Proposal Information Part VIII - Additional Notes**

18. Is there anything else regarding your proposal, your team, or your population of interest that you would like to note? (< 250 words)