

Frequently Asked Questions (FAQs)

Updated August 21, 2026

Program Focus

- **Do you accept requests for capital funding?** At this time, the Foundation is not making capital project grants.
- **Can I request operating support for my University Lab?** Yes, we accept requests for general support for University labs whose work relates to the Foundation's highest priorities. If you are applying for operating support for a lab, your application should outline the detailed work of the lab and indicate how it aligns with the Foundation's highest priorities. The same process applies if you are requesting a Catalyst Grant.
- **What makes a compelling operating support request in the Impact or Catalyst grant program?** If you are requesting operating support for your organization, your work across the organization should align with the Foundation's highest priorities. When submitting your application, please detail in the organization description how that work aligns and how operating funding would advance the mission, programs, and operations of the organization.
- **Should I apply to the Impact Grant or Catalyst Grant program?**
 - Applicants should apply to the **Impact Grant** program if their project represents a larger-scale effort with the potential for significant, measurable impact and aligns with the Foundation's highest priority funding areas. Impact Grants are intended for established initiatives, collaborative efforts, or multi-year projects that address complex challenges, build lasting capacity, influence systems change, or advance high priority funding areas.



- Applicants should apply to the **Catalyst Grant** program if their project is smaller in scope, in an earlier stage of development, or designed to build momentum toward future impact. Catalyst Grants support emerging partnerships, pilot projects, early-stage efforts, and community-based initiatives that align with the Foundation's broader priorities but may not yet require the scale, timeline, or resources of an Impact Grant.
- **Does the Foundation accept international requests?** Yes. The Foundation will consider requests from organizations based in Canada or U.S. Territories, if the proposed work takes place in and benefits those same geographic areas.
- **What is the Foundation's policy on the use of Artificial Intelligence (AI)?** We recognize that applicants may use tools such as AI to help brainstorm ideas, clarify language, or assist with translation. These tools can support the application process, especially for non-native English speakers or those seeking to improve clarity. However, all submitted content must ultimately reflect **your own original work, ideas, and voice**. The use of AI or translation tools should be limited to supportive functions, not to generate full responses or replace your personal input. Applications that appear to be heavily or entirely AI-generated, or that do not demonstrate authentic, individual engagement with the application questions, may be subject to further review.

Portal Access and Setup

- **How do I create an organizational profile?** To submit an application, you must register as an organization, not an individual. Please visit the [application site](#) and select "Register a new account." Choose "Organization" and provide your institution's name, department/lab, and contact details. If you're unsure about your tax ID or affiliation, leave those fields blank and contact us to help link you correctly.
- **Why can't I see the application opportunity after logging in?** After logging in, go to the "Opportunities" tab and click the "View" button next



to the One Hive Foundation listing. Do not click the guidelines link—it will redirect you to the website. If you still don't see the opportunity, your account may be pending approval or incorrectly set up.

- **What do I do if my account is stuck in “Pending” status?** Please [email us](#) and we can manually approve your account and link it to the correct record.
- **Can I submit on behalf of my PI or lab?** Yes, you may submit an LOI on behalf of your PI. Just make sure the organizational profile reflects their contact information, as they will be listed as the Primary Contact for the request.

Budget & Financials

- **What's the difference between “current operating budget” and “total operating budget”?** Current operating budget refers to your organization's budget for the [current](#) fiscal year. Total operating budget refers to the budget for the specific lab or department for the [grant period](#) requested. These are ballpark figures to help reviewers understand scale. More detailed financials will be requested if invited to submit an Impact Grant full proposal.
- **For college/university applicants, should I enter lab-level or institution-level financials?** Please enter lab or department-level Financial information, not institution-wide numbers. This helps us evaluate the scope of the specific project.
- **Do I need to convert CAD to USD?** Yes. Please enter all budget figures in USD. Our system does not automatically convert currencies.
- **What is the range of grant sizes One Hive anticipates awarding?** The Foundation will consider requests of up to \$75,000 per year in its Impact Grant category, and anticipates making grants at a variety of dollar amounts. Catalyst Grants are capped at \$10,000 for single-year grants only. Not all applications will be fully funded. Applicants should calibrate their request based on budget size of the project or organization, expenses needed to carry out the program, availability of other private or public funds, and/or ability to help meet budgetary needs so staff



can focus on program delivery.

Deadlines & Submission

- **Can I discuss a proposed project in advance of submitting an application?** Yes, the Foundation works closely with [Hemenway & Barnes LLP](#) for philanthropic advisory and grantmaking services. [Gioia Perugini](#) serves as the Foundation's primary advisor on grantmaking and is available to answer questions that cannot be resolved through these guidelines or FAQs.
- **What is the exact deadline time?** All applications must be submitted by 5:00 PM Eastern Time on the posted deadline date. Late submissions are not accepted unless pre-approved. If you encounter a problem and it is close to the deadline, please [email us](#) and we can correct the error the following business day. We encourage all applicants to start their application early and build in extra time for troubleshooting if necessary and avoid end-of-day urgency.
- **Can I submit multiple research requests from the same institution?** Yes, multiple requests from different departments or labs within the same institution are allowed. Each must be submitted under a separate organizational profile to avoid data conflicts. Please email us if you encounter difficulty.
- **Can I correct or resubmit an application after submission?** If you submitted prematurely or need to make corrections, [contact us](#) immediately. We can reopen your application if it's before or immediately following the deadline.
- **What is the stipend policy if my Impact Grant LOI is accepted during the first phase?** The Foundation provides a proposal development stipend of \$500 to all organizations invited to submit a full proposal in the Impact Grant program, paid at the time of the funding decision. All applicants who submit an Impact Grant full proposal receive the stipend, regardless of whether their request is funded.
- **What application information will be required in the two application phases for Impact Grants?** In phase one for Impact Grants,



applicants complete and submit a letter of intent which includes an online form in the Foundation's Grant Portal with the organization's contact and demographic information and a short summary of the organization or proposed project. In phase two, invited applicants submit a full proposal which includes a longer narrative, detailed budget, and supporting financial information.

- **How are proposals reviewed?** Proposals are reviewed by the Foundation's staff and Advisory Council. Refer to the Request For Proposals for review criteria.
- **What are the reporting requirements if my organization receives a grant?** Applicants can choose how they report to the Foundation – in writing, by phone, or another means identified by the applicant. This is meant to reduce the burden of a custom report format on the applicant.
- **What if my funding need is urgent?** Organizations are encouraged to submit by the posted deadlines. If your funding need is urgent and outside the normal grant process, please contact the One Hive team to discuss the need and timeline.

Eligibility

- **Who is eligible to apply?** Verified 501c3 public charities, including research institutions, universities, or other nonprofit organizations in the US and Canada. Independent researchers affiliated with a 501c3 or projects with a public charity fiscal sponsor are also eligible to apply. Government entities and private foundations are not eligible to apply.
- **What is the geographic scope of the Foundation's grants?** The Foundation has a primary geographic focus in Vermont, followed by the northeast, but will also consider requests for work in other states across the US, US territories, as well as Canada that support the Foundation's focus areas as noted above.
- **Can Canadian nonprofits apply?** Yes, Canadian nonprofits are eligible. If your organization is not a registered charity, you may enter your CRA business number manually. Select "Canada" as your region



during registration.

- **What if my university does not have 501c3 status but is a charitable organization?** Certain public universities that were formed before the current tax code may not have 501c3 status, but are considered a public charity “equivalent” and are eligible to apply. Generally, municipalities or governmental entities should apply through a 501c3 fiscal sponsor.
- **Do I need a fiscal sponsor to apply?** If your organization is not a 501c3 or equivalent as noted above, you must apply through a qualified fiscal sponsor. The fiscal sponsor will receive and manage the grant funds on your behalf. Grants cannot be awarded to individuals (with the exception of conference travel grants, detailed elsewhere).

Technical Troubleshooting

- **Which browsers work best with the portal?** We recommend using Chrome or Microsoft Edge. Firefox and some Mac-based browsers may experience compatibility issues. We also recommend not working on a mobile device.
- **How do I reset my password or confirm submission?** Use the “Forgot Password” link on the login page. If you do not receive a reset email, check your spam folder or contact us. A confirmation email is sent automatically upon successful submission.
- **Why am I getting error messages when submitting?** If you're encountering error messages during submission, it may be due to one or more of the following issues:
 - **Required fields missing:** Make sure all required fields (marked with an asterisk *) are filled out or have the necessary files uploaded.
 - **Incorrect data format:** Double-check that any data-based or number-based fields are completed using the correct format.
 - **Unsupported characters:** Avoid using special characters. All numbers and dollar amounts must be entered as whole



numbers (no decimals or symbols).

- **Text formatting issues:** If you're pasting content from another source, use the “paste as plain text” option to prevent incompatible formatting errors.
- **Problematic file uploads:**
 - Do not upload encrypted or password-protected files.
 - Extremely large files may fail to upload—try resizing or re-saving the file before re-uploading.
 - The total size of all attachments combined must not exceed **20 MB**.
- File type and quality:
 - PDF files are preferred for document uploads.
 - Visual materials should be optimized for on-screen viewing—high-resolution files are not necessary.
 - Excel spreadsheets must contain only **one tab**; if you upload a multi-tab spreadsheet, only the first tab will be visible.

If you have reviewed all of the above and are still experiencing issues, try refreshing the page or clearing your browser cache before submitting again.

