2024 Grant Process Timeline

4/18: SIGNATURE EVENT Big Reveal / Grant Funding Announced

April – June: Nonprofit training, LOI and application, FAC onboarding

- 4/26: Grant Writing Workshop for Nonprofits at 10AM, LOI goes live
- 5/10: LOI Due
- 5/12 – 5/31: Subcommittee LOI Review and Scoring
- 6/3: Invite selected nonprofits to do full application; Notify others
- 6/12, 6/14, 6/17: Grant FAC Training (virtual)
- 6/21: Grant Application Due

June – September: FAC Grant Review & Site Visits

- *Bi-Weekly grants team meetings*
- Week 1 (Last week of June): FAC Introduction meeting, assigning Co-Chair, COI & Confidentiality
- Week 2-4 (First & Second wks of July): Finance team reviews and initially qualifies applicants (confirmation of 990s, financial audits, completed budgets). Grant application review & discussion by all FACs & Grant Finance Committee.
    - Grant Finance Committee does deep review of those proposed for site visits
- Week 5 (7/22): Grant Finance joins FAC calls to present/review financials
- Week 6-7 (7/28 & 8/4): Finalize site visit nonprofits; Review site visit guidelines with FAC, Schedule site visits – notify all nonprofits
- Weeks 7-9 (8/11-8/25): Site visits and report back to FACs with site visit reports
- Week 10 (9/1): FAC votes on Finalist, assigns someone to prepare Finalist's Executive Summary
- Week 11 (9/8): Review Executive Summary, review of grants process and suggestions for improvement
    - FAC Grants Chair notifies Finalists & non-Finalists
    - Nonprofit Grants Chair– collects wish lists from finalists and site visits. Requests logos, content for presentations.
- Week 12-13 (9/15 & 9/22): Optional Team Socials

October: Presentation Coaching for Finalists

- 10/1: Meet the Finalists (All FAC members included)

October/November: Prep for Annual Meeting - Send out Finalist Executive Summaries to membership and absentee ballot.

11/3: SIGNATURE EVENT Annual Meeting / Voting Event and Big Give

- Nonprofit Grants Chair– completes agreements with grant recipients