



## What to Expect - 2019 Impact Grant Cycle

### **Annual Impact Grant Symposium October 11, 2018**

- Outreach Committee (OC) presentation on NWP and Impact Grant Process
- Agencies have opportunity to ask “general process” questions
- Agencies should come prepared with “project specific” questions, for small group session following presentation and Q&A
- Applicants will be contacted by Nevada Women’s Philanthropy at the end of each phase regarding their application status and next steps

### **Phase I, November 9 through mid-December:**

- Your agency submits the Impact Grant Application (available online in September; ***due November 9, 2018, 5pm (PST)***) to outreach@nwpsnv.org.
- OC Reviews for NWP’s Base Criteria and contacts you if clarifications are needed

### **Phase II, mid-December through January 8:**

- NWP Impact Grant Screening Committee (GSC) reviews Grant Applications
- GSC votes on projects to advance to Document Package Phase (Phase III) on ***January 8, 2019***

### **Phase III, January 9 through February 27:**

- If selected, your agency is invited to submit a Document Package (Doc Pac) by ***January 24, 2019, 5pm PST*** to GSC@nwpsnv.org, which will include:
  1. Proof of 501(c)3
  2. List of board members and key staff  
Operational budget for current year (including revenue)
  3. Audited financials for last 3 years
  4. Plan showing how proposal advances strategic plan
  5. Organizational charts (current and after project is implemented)
  6. Donor lists showing amounts given for last 3 years
  7. Relevant supplemental press/media coverage



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8. Completed Financial Worksheet
  9. Signed non-proselytizing agreement
- GSC Doc Pac Teams submit questions for your agency by **February 12, 2019**
  - Answers are due back to GSC from your agency by **February 19, 2019**
  - GSC votes on projects to advance to Site Interviews (Phase IV) on **February 26, 2019**

### **Phase IV, March 11 through March 22, 2019:**

- If selected, your agency is invited to provide a 1-2 hour site visit for GSC members between **March 11 and March 22, 2019**, where you will:
  1. Make a presentation and give a tour to members who have been reviewing your application
  2. Offer a chance for further Q&A with project relevant members of staff and board
- **GSC votes on two projects to advance as finalists (Phase V) on March 26, 2019.**

### **Phase V, March 27 through April 30, 2019:**

- If selected, your agency is invited to become a finalist and you should be prepared to:
  1. Sign a Letter of Understanding, which outlines the duties of NWP and Finalists
  2. Generate a Final Proposal document **due April 17 to GSC Chairs** –this document will be given to all our members many of whom are not familiar with your project/agency
  3. Produce a multi-media presentation (dress rehearsal the week of **April 22 – April 26** for general NWP members, again who are not familiar with your project/agency
  4. Provide handouts/takeaways relevant to understanding your project for Impact Grant Hearing



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- Finalists will present at the Impact Grant Hearing, a meeting for all NWP members, on **April 30, 2019**
- NWP members vote between **April 30 and May 16** and Impact Grant recipient and Founders Gift recipient are announced **May 16, 2019**

### Phase VI, May 2019 through May 2022:

- Funds are issued for Founders Gift and for Impact Grant recipients (unrestricted for the former and according to the grant agreement for the latter)
- Impact Grant recipient and NWP create and sign a Grant Agreement, outlining benchmarks and project goals
- Impact Grant agency is assigned Grant Monitor(s)—representative(s) from NWP who act as liaison to NWP
- Impact Grant recipient will provide regular updates to the Grant Monitoring team
- Impact Grant recipient will present project updates to NWP members at the annual luncheon in September
- Founders Gift recipient will join NWP members at the luncheon on the year of their gift