

Grant Planning Checklist 2017 – 2018

WOMEN'S fund

for the fox valley region, inc.

4455 W. Lawrence Street
Appleton, WI 54914

Applicants are welcome and encouraged to call the Women's Fund Executive Director before completing an application. Good planning is the start of a successful application. Please use this checklist when planning your project or program.

What is the problem and should you solve it?

- ❖ What is the community need/problem you would like to address?
- ❖ Does addressing this need/problem align with your organization's mission?
- ❖ What capacity does your organization have to address this need/problem? Will you need to add capacity to be successful?

If addressing the need/problem falls outside your mission, or if you lack the capacity needed to address the need/problem, consider which other organizations (other nonprofits, public and private sectors) you might partner with in order to move ahead.

How will you solve the problem?

- ❖ What outcomes do you wish to achieve in addressing the need/problem?
- ❖ What exactly will you do to address the community need/problem? Why are you picking this approach over others? How will what you do achieve the desired outcome?
- ❖ What is your timeline for the planning, program development, implementation and evaluation to implement this approach?
- ❖ What resources will you need to move forward? (This includes financial resources, but may include other things as well.)
- ❖ How will you secure the resources you need?
- ❖ Will your program create social change?

Is it appropriate for the Women's Fund to provide resources?

Does the community need/problem you wish to address and your proposed project/program fit with one or more of the Women's Fund priorities? Is your approach female focused?

- ❖ Women and girls live in safety.
- ❖ Women and girls meet their basic needs for living, including food, shelter, and access to health care.
- ❖ Women and girls have the knowledge, opportunity, and self-determination to be economically secure.
- ❖ Women and girls have opportunities to pursue their dreams and achieve their potential.
- ❖ Women and girls are empowered and inspired to:
 - Learn about and experience the value of philanthropy, including volunteerism.
 - Mentor and encourage others.
 - Recognize, develop and apply their leadership skills personally and professionally.