

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 other organizations (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.