



Women's Funding Alliance Grantmaking Guidelines

Grantmaking Overview

The mission of Women's Funding Alliance is to advance leadership and economic opportunity for women and girls in Washington State. We invest in programs that advance our mission and key goals in six areas:

1. Expand women's leadership personally, professionally, and throughout the community
2. Expand women's political participation as voters, candidates, elected officials and appointed officials
3. Expand women's philanthropy for women and girls
4. Narrow the wage gap between women and men and among women
5. Increase women's long term financial stability
6. Engage more girls in high quality leadership development and STEM programs

We fund the full range of efforts needed to make progress on these goals. Because we and our grant recipients are typically working on issues that are complex and will take years to address, we often have long term relationships with the organizations we fund. However, we do not make multi-year grant commitments at this time.

We are particularly interested in investing in programs that achieve program or advocacy goals while also doing at least one of the following:

1. Expanding the scope of a proven best practice program. For example, taking a program from our state or beyond that has documented positive outcomes and bringing it to a new area or population within Washington State.
2. Testing innovations in programming or advocacy. For example, launching a new, promising program that has the potential to lead to outcomes more effectively.
3. Building infrastructure or systems. For example, building a community of practitioners that can train and share best practices among Washington based organizations.

Eligibility

Women's Funding Alliance makes grants to the following types of organizations:

- Organizations with 501c(3) or 501(c)4 status as determined by the IRS
- Federally recognized American Indian tribal governments or agencies
- Organizations that are fiscally sponsored by 501(c)3 or 501(c)4 organizations or by federally recognized tribal governments

We prioritize funding organizations or programs that primarily serve and impact women and girls. We generally fund organizations based in Washington State.

We do not fund:

- Fund raising events such as breakfasts or galas
- Endowments
- Political candidates or candidates' campaigns
- Capital development projects
- Individual pursuits, including scholarships and other forms of financial aid
- Sectarian activities for religious organizations
- Team sponsorships

Types of Grants

Project Support Grants. We support specific projects or programs aligned with our goals. These grants may include some funds earmarked for the overhead costs associated with running a project, including staff.

General Operating Support Grants. We provide general operating support for the core operations of organizations whose missions and activities are highly aligned with our goals. These grants will often help the grant recipient build organizational, programmatic, leadership and fundraising capacity. Operating support is not typically intended to help organizations in fiscal crisis. Applicants must have a current strategic or business plan that clearly outlines the organization's goals and presents a plan for achieving results and long-term sustainability. Operating support grants must not exceed 15 percent of an organization's total agency budget. We generally provide general operating support only to organizations with annual budgets of less than \$2 million.

Sponsorship Grants. We support projects and events that are aligned with our programmatic goals and/or increase our visibility and role among key stakeholders and partners. We do not sponsor fundraising events.

Inquiries and Application Process

We make grants through both invitation only and open RFP processes. When we develop an open RFP we share it in a variety of ways—posting it on our website and sharing it with former and current grant recipients, community partners and philanthropic networks and funders. If there is an open RFP, it will always be posted on our website and will include specific goals, criteria, funding ranges and deadlines.

If you think your organization or project aligns with our goals and eligibility requirements and would like to introduce yourself to Women's Funding Alliance, please contact Ayesha Badar, Program Coordinator: ayesha@wfalliance.org.

All grant applicants are required to submit an application form (provided by Women's Funding Alliance staff or in an RFP) and the following supplemental documents:

- A signed W-9 form
- Verification of tax-exempt status under Section 501(c)3 or 501(c)4 of the IRS code.
- List of current board members (include member affiliations and any other pertinent information).
- List of key organizational staff, including titles and main functions.

- IRS Form 990 (if available).
- Most recent audited financial statement (if available).
- A one-page summary of actual income and expenses for the past two complete years; a one-page listing of funding sources and amounts received from these sources over the past two years.
- Organization's current year, one-page operating budget.

After our initial review, staff may contact you to engage in further conversation, which may include phone calls, in person meetings, and/or a site visit. These steps in our review process do not guarantee funding.

Managing Grant Funds

Use of grant funds

Grant funds must only be used for the purposes and over the timeframe outlined in the award letter and approved proposal. Awarded grant funds may not be expended on project costs incurred prior to the grant start date or, without the approval from Women's Funding Alliance, after the end date. Grant funds cannot be used as collateral, to offset other financial obligations or to meet cash-flow or general operating expenses that are unrelated to the purpose of the grant proposal.

Reporting and evaluation

At the close of each grant, typically after 12 months, Women's Funding Alliance will invite a written report, using a format which we will provide at the start of grant period. On a case by case basis, staff may request a site visit or phone call to check on progress or share learning.

Changes in grant terms

If a grant recipient wishes to change the purpose or timeline of the grant, or to transfer funds to another organization, a request must be made in writing to Women's Funding Alliance.