

## WOMEN'S GIVING FUND GRANTS COMMITTEE

### PURPOSE

The Women's Giving Fund Grants Committee guides the process of inviting, reviewing, selecting, and evaluating grants from Park City Community Foundation's Women's Giving Fund.

### GRANTS

#### High Impact Grants

A high impact project or nonprofit is one that can provide measureable outcomes that change lives in enduring ways, alter a community, or address a root issue, rather than acting as a short-term remedy. Impact may vary based on a nonprofit's size. Collaboration within the community is encouraged.

#### Grant Guidelines

- Must serve women and/or children of Summit County
- Must be high impact, as defined above
- Applicant must demonstrate need with relevant data and facts.
- Applicant must have an attainable goal and objectives, which includes a timeline for implementation.
- The applicant must demonstrate an ability to measure and evaluate the program/project and must communicate those outcomes to the WGF membership if awarded the grant.
- Finalist applications will be posted on the WGF website for all members to access.
- Each finalist will participate with PCCF in creating a video that is up to three minutes long to present at the grant award event
- Funding:
  - Funding can be for unrestricted/operating, program/project, capital projects and equipment, consulting services, matching funds, technical assistance, and joint requests from multiple applicants (collaborations).
  - Funding can be awarded in one year, but disbursed over 1-3 years depending on the nature of the project and the outcomes achieved.
  - Grants will not be awarded for debt reductions or retiring past operating deficits, sponsorships, dinners, or one-time events, fellowships or other grants to individuals, loans, litigation, political campaigns, graduate and post-graduate research, or for purposes that further a political or religious doctrine.
  - PCCF Board of Directors annually sets the amount to be granted; WGF Grants Committee chooses the recipient. PCCF Board of Directors must approve the finalists.
  - One grantee will be chosen per year. After five years, PCCF will revisit this number.
  - A recipient cannot reapply as the primary grantee for three years after the year they received a grant.

## WGF GRANTS COMMITTEE TASKS AND TIMELINE

<b>January/February</b>	Assist staff in inviting nonprofit organizations to submit grant proposals.
<b>March</b>	Review applications and select semifinalists to include in site visits.
<b>April/May</b>	Participate in site visits to semifinalists. Select finalists.
<b>June</b>	Assist staff in promoting voting by WGF members for final grantee selection.
<b>July</b>	Attend annual grant announcement event, which also includes an update on the previous year's grant.
<b>September/October</b>	Review the year's grantmaking process and assess lessons learned. Solicit and review nominations for committee membership.
<b>November/December</b>	Develop guidelines for the upcoming year's grantmaking.

## GRANTS COMMITTEE STRUCTURE

### Characteristics

- Nine women and girls who are WGF members
- Staggered two-year terms
- One member must be a PCCF board member who is also a Women's Giving Fund member
- Diversity of age, experience, and other factors
- Minimum of four meetings and thirty-five hours; availability for meetings is mandatory; must be flexible

### Nomination Process

- Members may nominate themselves or someone else
- Online nomination form requests various relevant information, as available
- Nominations from active WGF volunteers are particularly encouraged
- Nominations will be reviewed by the previous year's committee and/or by PCCF staff, with selection by consensus of the committee
- Nomination information will be kept confidential beyond the committee and staff