



## Women's Giving Circle 2018 Grant Cycle Frequently Asked Questions

1. Is there a required font and margins?

For the 2018 grant cycle, 12 point Times New Roman font and 1 inch margins all around are **preferred** but **not required**.

For future grant cycles, 12 point Times New Roman font with 1 inch margins all around **will be required**.

2. Is there a page limit?

The application should be limited to three (3) printed pages ( 3 single pages /sides or 1 page both sides and a second page one side). For applications that include more than three (3) printed pages, any pages over the limit of three (3) **will not** be forwarded to the Grant Committee for review.

3. When will funds be available?

Funds are expected to be available mid-June, 2018. Publicity pictures with the grantees and Board members will be scheduled for the end of June or beginning of July.

4. The guidelines say that the cover sheet must be signed by the Executive Director, but can anyone else sign the cover sheet?

The cover sheet may be signed by anyone so authorized by the organization.

5. How do I sign a document that is to be submitted via e-mail?

The cover page can be signed and then scanned and attached to the e-mail. If your organization does not have access to a scanner, the application still must be submitted on time via e-mail, and you may add a note that the official signed cover page is forthcoming in the mail. The applicant will then have one (1) week to forward the official signed cover page to the Women's

Giving Circle, by way of the Community Foundation of Harford County, P.O. Box 612 , Bel Air, MD, 21014.

**6. If my organization serves the general public, not just women, children and families, can I still apply?**

Any non-profit organization serving Harford County can apply. However, since these particular grant funds are designated specifically for projects/programs that serve women, children and families, it would be the responsibility of the applying organization to clearly state how funds from this grant would be used to serve only those target populations.

**7. We are a national organization. Can we use national statistics to support our application?**

The Women's Giving Circle strongly encourages the use of statistics to demonstrate community need (with sited source[s]). Since the Giving Circle is a local organization, however, local statistics and how the program will impact local demographics and target populations are most relevant to the grant reviewers.