Women's Giving Circle 2019 Grant Cycle
Frequently Asked Questions
January 31, 2019

1. **Is there a required font?**
   Yes. For the 2019 grant application, 12-point Calibri font is required. Please note that this font is required for the maximum two-page cover letter, the maximum four-page grant application form, the grant application cover page, and the grant application budget form.

   Other documents that must be provided in the application packet, including the 501 (C) 3 determination letter, list of the organization's Board members and executive staff, and the organization's current annual operating budget can be provided in their original form and do not need to be rewritten to comply with the font requirements.

   See Page 3 of the 2019 Grant Guidelines and Application.

2. **Are site visits to the organization or project required?**
   No. Although not a requirement, the Grant Committee reserves the right to conduct a site visit as may be deemed necessary. In the event a site visit is requested, the Committee will with you to schedule the visit at a mutually agreed upon date and time.

3. **Is anything else required besides the application?**
   During the grant period, successful grantees may be asked to submit 2 or 3 photos with a short narrative to describe the funded project or program. See Page 2 of the 2019 Grant Guidelines and Application.

4. **How many grant applications were submitted last year? How many were funded?**
   For the 2018 grant cycle, 29 grant applications were reviewed and 16 grants were awarded.

5. **When will funding be available?**
   Awards will be announced, and letters sent to grantees, on or around June 12, 2019.

6. **What is the grant period?**

The grant period is from July 1, 2019 through December 31, 2010. Grantees can define their grant period as anytime within that time frame, depending on the specific project or activity for which funding is awarded. For example, the time frame may be subject to the school year, if a project is conducted in partnership with school communities or a time period such as July through August may be appropriate if funding is used for a summer program. Others may run from the beginning date of the grant period to the end date.

7. **How do I sign a document that is to be submitted electronically?**
   Print the cover page, then it can be signed, scanned, and attached to the electronic submission. If the organization does not have access to a scanner, the application still must be submitted on time via email with a note attached indicating 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, c/o The Community Foundation of Harford County, P.O. Box 612, Bel Air, MD, 21014.

8. **If my organization serves the general population, not just women, children, and families, can I still apply?**
   Any non-profit organization serving women, children and families in Harford County can apply. However, it is the responsibility of the applying organization to clearly define how funds from this grant would be used to serve **only** these target populations. See the cover page, and pages 2 and 6 of the 2019 Grant Guidelines and Application.