



Women Helping Women Fund 2019 Grant Application Instructions

For Grant Year July 1, 2020 - June 30, 2021

LOI OPEN: September 16- October 4, 2019 at Midnight

FULL APPLICATION OPEN: October 17-November 15, 2019 at Midnight

INTRODUCTION

Women Helping Women Fund (WHWF) is a nonprofit organization dedicated to empowering women and children to create healthy families and vibrant communities.

ELIGIBILITY

To receive funds, your agency **must:**

- Have 501(c) (3) tax-exempt status as defined by the Internal Revenue Service.
- Spend no more than 5% of your budget on legislative involvement.
- WHWF considers grant applications for programs in Spokane County only.
- WHWF does not fund individuals, political action organizations, or endowment funds, and no more than 15% of administrative/indirect costs.

GUIDELINES

Women Helping Women Fund uses the following guidelines:

- WHWF grants funds to specific **programs**, not agencies, which support women and children.
- WHWF encourages that each agency only submits one application each year. Given the high demand for funding, it is unlikely that WHWF will be able to provide funding to more than one program per agency within a grant year.
- WHWF awards responsive grants for one year. Grant funds are available to spend between July 1 and June 30. No funds should be expensed prior to July 1 or after June 30. After the termination of the grant year, unexpended funds must be returned to the WHWF office by September 1.
- WHWF examines the financial stability of programs and agencies.
- WHWF favors innovative, collaborative, and creative programs that meet community needs and align with our mission *to empower women and children to create healthy families and vibrant communities.*
- WHWF may conduct site visits prior to allocating funds.

INSTRUCTIONS: Please read carefully as our directions change from year to year and must be adhered to by all applicants. Failure to follow directions may disqualify your application.

1. Complete the Letter of Intent (LOI) by midnight on October 4, 2019 at <https://whwfspokane.org/submit-your-letter-of-intent-loi>
2. If your LOI meets criteria in the initial review, you will receive an invitation email to submit a full application by November 15, 2019.
3. Once a full application is submitted, it cannot be modified.
4. A site visit may be scheduled with a member of the WHWF Allocations Committee. This is not an indication of funding. WHWF will communicate a decision about your application when the programmatic review and due diligence process is complete.

NOTES

- Please **do not** include cover letters, letters of support from individuals or other agencies, brochures or other collateral materials such as pictures.
- Please **do not** reuse past applications or parts thereof.
- All grant applications must be submitted through the online form available at www.whwfspokane.org/grant-application. Applications may not be submitted in-person to the WHWF office.

WHWF FOCUS AREAS

The following focus areas align with the mission of Women Helping Women Fund. Please mark each focus area that your program addresses:

BASIC NEEDS: Ensuring a safe and healthy environment for women and/or children.

Children and youth are nurtured and safe

Basic food and clothing needs are met

Stable, affordable housing & utility services are available

Parents know how to support healthy mental and physical development

Emergency services are provided to prevent crises from escalating

At risk families receive support to provide a safe living environment

Healthy choices are promoted for physical and mental well-being

Healthy relationships and behavior are promoted

Support for access to basic health care needs are provided mental health and substance abuse treatment

EDUCATION: Helping women and/or children achieve their potential.

Support is provided for preschool education

Children are ready for kindergarten

Students are successful in and out of the classroom

Students graduate from high school on time

Adults can complete advanced training or college

FINANCIAL STABILITY: Increasing financial stability and opportunity for women and/or children.

Income and resources are adequate to meet basic needs

Women acquire family sustainable employment

Training programs are available for stable employment

Work support such as childcare