



Impact100TM DC

2021 FOCUS AREA COMMITTEE GRANT REVIEW TRAINING



WELCOME

TODAY'S AGENDA

- Timeline and Grant Review Process
 - Submittable Platform
 - Evaluation Criteria
 - Roles, and
 - Guidelines (what to expect)
- Next Steps
- Q&A



You are part of something BIG!



GRANT COMMITTEE STRUCTURE

GRANTS CHAIR

Sharon Dennis
sdennis@impact100dc.org

FINANCE CHAIR

Latina Fauconier
lfauconier@impact100dc.org

EDUCATION

Dorothy Durden



ENVIRONMENT

Jenny Backus



HEALTH & WELLNESS

Vivian Aguayo



FAMILY

Bonnie Harkness

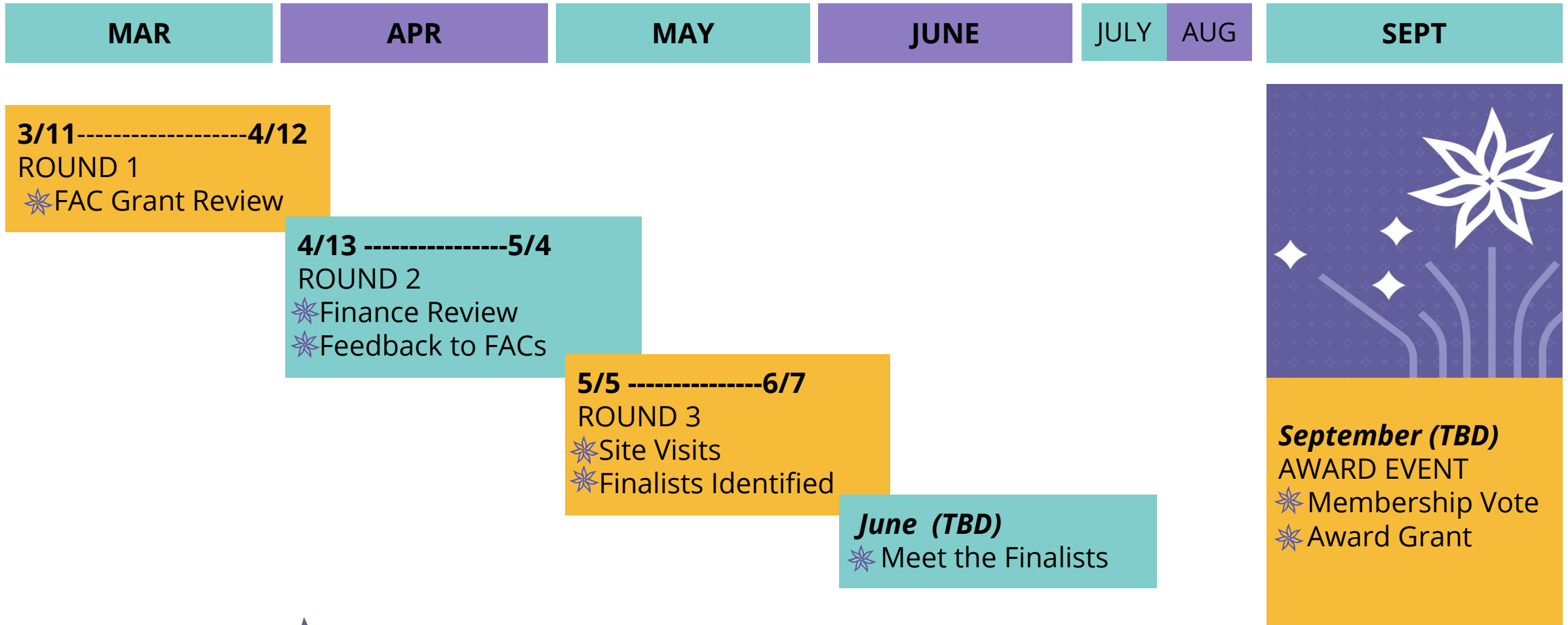


ARTS & CULTURE

Janelle Haskell



GRANT REVIEW TIMELINE



GRANT REVIEW PROCESS

MAR

APR

MAY

JUNE

JULY AUG

SEPT

3/11-----4/12

ROUND 1

✧ FAC Grant Review

Key Actions

- Create Submittable account
- Read and score applications
- Committees discuss scoring
- Determine top applications



GRANT REVIEW - SUBMITTABLE

Submittable Registration:

- Grant application & review software
- FAC and Finance access - 2/19/2021
 - Accept email invitation
 - Create account
 - Only test application available

Welcome to Submittable.

You've been added to the Impact 100 DC account on Submittable, the best platform out there to collect, review, and select content. It's easy to get started, and below you'll find a ton of resources to help you out.

Should any questions pop up, visit our [Help Center](#), where you can also contact our friendly support team.

Thanks for joining Submittable. We're glad you're here!

—The Submittable Team

ACCEPT INVITATION



GRANT REVIEW - SUBMITTABLE

Submittable Grant Assignment:

- Grant applications available - 3/11/2021
- Grant assignment email
- Only assigned grants visible
- Read all assigned grants before scoring

Submittable

New Applications assignment from Impact 100 DC

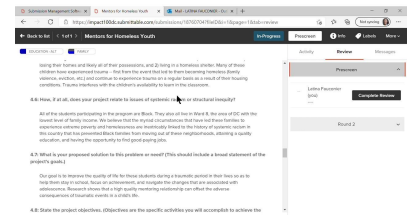
Hi Latina ,

You have one or more assignments in Impact 100 DC.

VIEW APPLICATIONS

New assignments:

- [Mentors for Homeless Youth](#)
- [New Grandmother Training](#)



GRANT REVIEW - EVALUATION



Scoring Rubric

- 7 graded criteria
- 1-4 scale
- Evaluation guidelines
- Scored automatically



GRANT REVIEW - EVALUATION

Initial Budget Review

- Completeness
- Project budget and narrative alignment
- Other sources of funding
- > 15% operating costs



GRANT REVIEW - CRITERIA

Impact100 DC will focus on providing high-impact grants that support nonprofits working to reach marginalized populations and address unmet needs in our community.

We will
prioritize
projects
that:

- Are **transformational** in nature
- Address **unmet needs** in our community using a *racial equity lens* (i.e. gives prominence to issues arising from systematic racism and structural inequity)
- Expect to drive a high level of community **impact**
- Are **sustainable** beyond the Impact100 DC grant
- Project success is **defined and measurable**



GRANT REVIEW - CRITERIA

Our grant evaluation criteria is aimed at addressing the following question:

Does the proposal describe a meaningful project that is built upon a worthy purpose or essential unmet need that can be successfully implemented by a trustworthy, competent organization that is determined to execute it?



GRANT REVIEW - ROLES

Lead Reader:



- Application point person
- Summarize application strengths and weaknesses
 - Capture accurate and factual points
- Meet with additional reviewers (as needed)



GRANT REVIEW - ROLES

Additional Reviewers:



- Independently review and score application
- Participate in application discussion



GRANT REVIEW - ETHICS

A copy of our policy and a link to fill out a conflict of interest form will be sent to you

- Pledge to keep **confidential** the name of applicants and all information from the grant applications including all financial disclosures, as well as all committee discussions and decisions.
- **Disclose** any actual or possible **conflict of interest** that arises from the existence of a **financial interest** in, or the exercise of substantial influence over, a grant applicant.
- If such a conflict of interest exists:
 - Member should not serve on the conflicted FAC
 - Member is encouraged to serve on a different FAC.



GRANT REVIEW - GUIDELINES



- **Respect fellow committee members**
- **Be objective**
- **Set realistic expectations -**
- **Do not contact grant applicants even if you have questions.**
- **Focus on the strongest initiative, even if not your personal favorite.**



GRANT REVIEW - GUIDELINES

Mitigating Unconscious bias

- Unconscious forms of preference or prejudice for or against something
- Can create an unfair advantage or disadvantage
- We all have bias (we are human!)

By bringing awareness to our unconscious minds, we can make decisions and take actions that are more aligned with our declared beliefs.

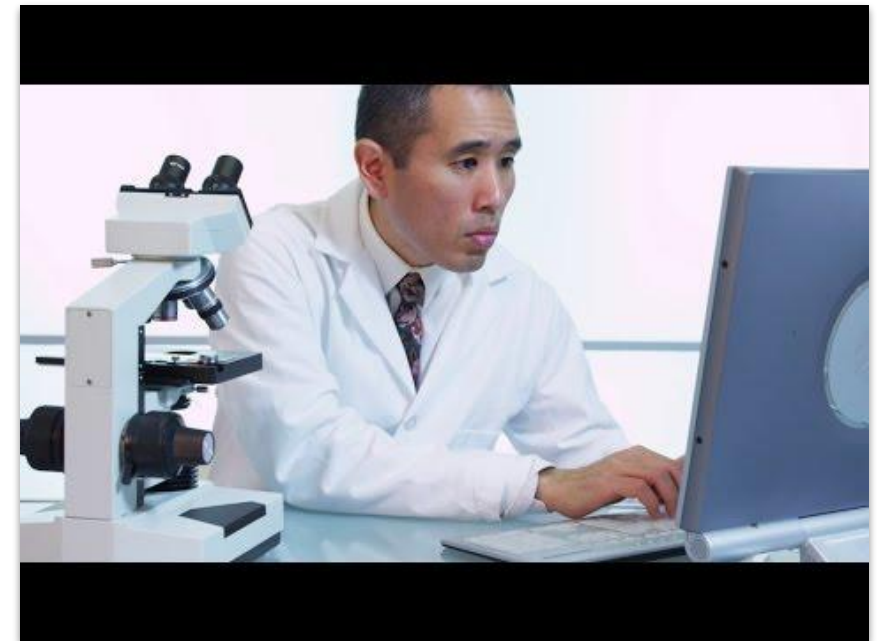


GRANT REVIEW - GUIDELINES

Challenge assumptions

- Be open
- Look at all evidence objectively
- Slow down your thinking
- Ask questions
- Bring in other perspectives to expand your point of view

Blindspots video: Enhance Objectivity



referenced materials: [Blind spots: PwC](#)



GRANT REVIEW - GUIDELINES

What we can do

- Leverage the scoring rubric criteria for ratings
- Give enough time to thoughtfully review grants
- Think about the why behind your decisions, ratings or “gut” feelings
- Create a safe space to challenge your assumptions as well as others



GRANT REVIEW - GUIDELINES

Equality vs. Equity



Equality: Treating everyone the same and giving everyone access to the same opportunities

Equity: distributing resources based on the needs of the recipients



GRANT REVIEW - RESOURCES



Where to learn more (to name a few)

- Impact100DC.org website:
 - Recommended reading under FAC section (coming soon)
- CEO ACT!ON FOR DIVERSITY & INCLUSION: www.ceoaction.com
 - Videos, Reading materials, Podcasts
- PwC Blindspots: www.pwc.com/us/en/about-us/blind-spots.html
 - Videos, self reflection guides, etc.
- Harvard & PwC: www.outsmartinghumanminds.org
- Project Implicit: www.implicit.harvard.edu
 - Implicit Association Tests (IAT)



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4/13 -----5/4

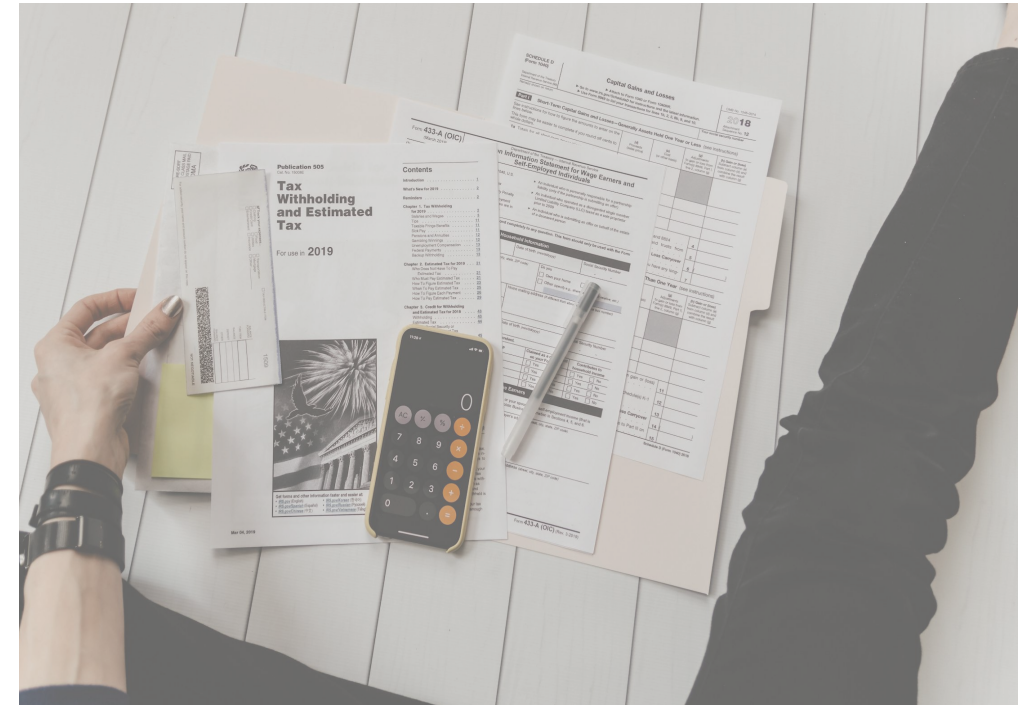
ROUND 2

✧ Finance Review

✧ Feedback to FACs

Key Actions

- Deep dive financial review
- Financial data & budgets
- Assess financial health
 - Revenue trends
 - Sources of income



GRANT REVIEW - FINANCE

Finance Committee Recommendations:



- Certify with no concern:
 - Little to no questions
- Certify with question:
 - Some concerns, easy to resolve
- Unable to certify:
 - Significant concerns, not easy to resolve



GRANT REVIEW PROCESS

MAR

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5/5 -----6/7

ROUND 3

✧ Site Visits

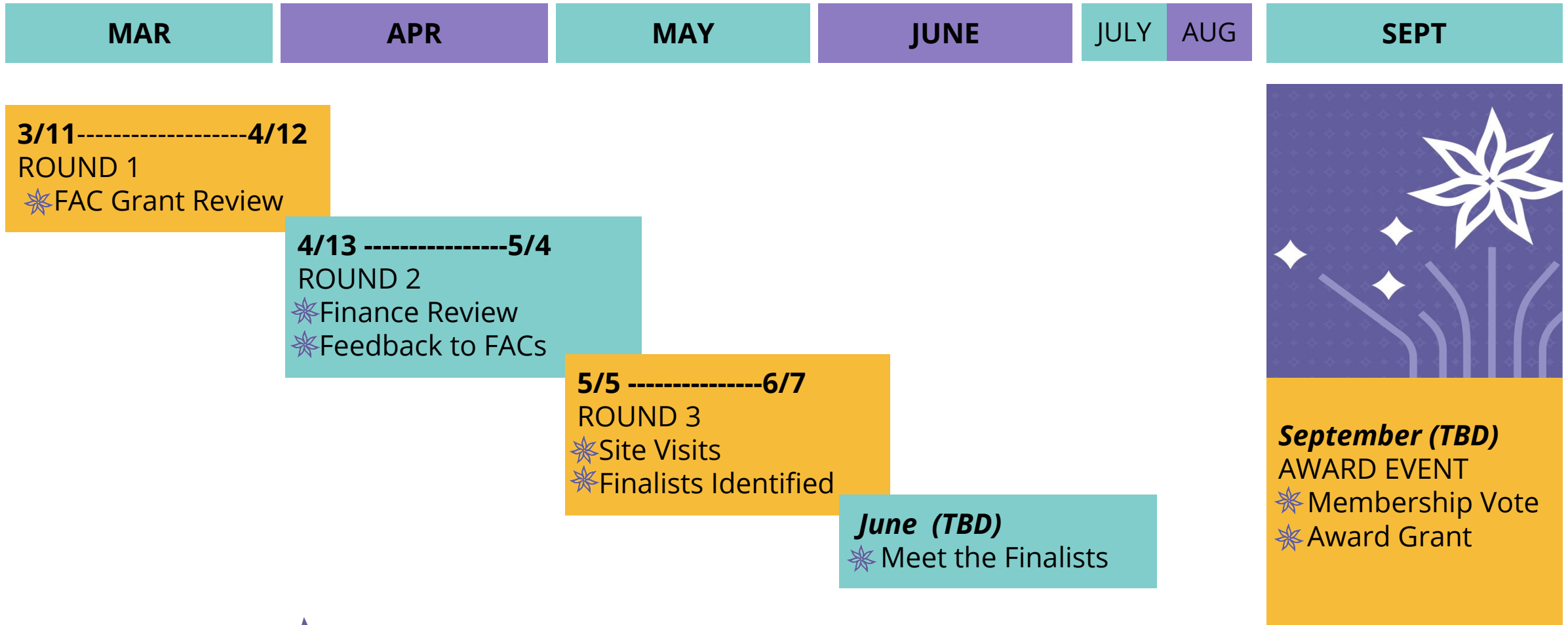
✧ Finalists Identified

Key Actions

- Review Finance Committee recommendations
- Conduct site visits
- Finalize finalist recommendations



GRANT REVIEW TIMELINE



NEXT STEPS



- Introductory meeting with FAC chair
- FAC chair will establish meeting times
- Receive access to applications in submittable
- Review and evaluate assigned applications
- Attend committee round 1 review meeting(s)
- Decide on applications to move to round 2



QUESTIONS?

