

MEMORANDUM

TO: HSF Grassroots Partners
FROM: Nat Chioke Williams, Executive Director, Hill-Snowdon Foundation
DATE: April 27, 2020
RE: **HSF 2020 Grant Cycle – Streamlined Application**

Deadline for Full Proposals: Monday, June 1, 2020

The Hill-Snowdon Foundation is pleased to announce our 2020 RFP. Please find attached the Hill-Snowdon Grant Application.

We are changing our grantmaking process for 2020 to expedite your regular renewal grant so that we can get you your grant funds sooner and free up your precious time. Specifically, the 2020 grant cycle will feature a streamlined RFP for everyone, and we will not conduct individual site visits in 2020, again with a purpose of saving you time.

In our streamlined application form, we are asking you to answer three main questions: what progress was achieved in meeting your goals from the previous year; what obstacles did you face and what are your specific goals for this upcoming year? In addition, we are asking you to include a recent general support proposal which you have submitted to another funder. Other attachments such as financial reports, budgets and any major changes in staff and board remain the same. **Please submit the completed streamlined application form in Microsoft Word format (not PDF).**

Submission Process

Applications must be submitted via our online grant application. To access the application, please use the link provided in the email you received with this RFP.

The link will take you to a login screen that asks for a user name and password. If you have submitted a grant with us in the last year, you should use the same login information you've used in the past. If you have a Blackbaud Grantmaking/Gifts Online login already that you use with another funder, you may use the same login for HSF applications. If you do not have one, follow the link to the RFP, and you will see a link on the sign in screen to set up a new account. Please keep track of your user name and password since you will use it for all future applications as well as submission of signed grant agreements and reports. HSF can reset your password, but we cannot resend your password to you. If any of the contacts with your organization have changed, please let us know so that we can transfer access to your organization's account to any new people. Questions regarding the online grant application can be directed to grants@hillsnowdon.org or to Christine Harris or Erin Morris via phone at (202) 833-8600.

Proposals must be received by 5:00 PM EST via our online grant application on Monday, June 1, 2020. We will not accept proposals past this deadline. If you have any questions concerning this request, please contact Nat Williams or Shona Chakravarty at 202-833-8600 or nwilliams@hillsnowdon.org or shona@hillsnowdon.org respectively.

Good luck and we look forward to learning more about your work.