

	DATE	TIME	PURPOSE	LOCATION
PRE- GRANT	Nov. 9, Thursday	9:00 a.m. - 4:00 p.m.	Intersect 2017: Full- day educational event featuring speakers and topics in all five funding areas	Seattle Public Library
	Dec. 7, Thursday	12:30 - 1:30 p.m.	Grant Basics: For new members to learn more. Open to all members.	Board Room
★ PHASE 1: LOIS	Jan. 4, Thursday ★	3:00 - 5:00 p.m	Grant Committee Kickoff: Receive LOIs, initial Work Group meeting, Reception following	Rms A & B
	Jan. 8 - Feb. 2 ★	3 - 4 Work Group Meetings to determine 25 orgs receiving Requests for Proposals: <i>Work Group Meeting Schedules on page 2 (turn over)</i>		
	<i>February 2, Friday</i>	<i>Deadline</i>	<i>Work Groups' nominations for 25 orgs to receive Request For Proposals (RFPs) due to office.</i>	
★ PHASE 2: PROPOSALS	<i>February 28, Wednesday</i>	<i>Grant proposals due back to WA Women's electronically by Noon</i>		
	March 8, Thursday ★	12:00 - 2:00 p.m.	Workshop: Evaluating Proposals Receive grant proposals; brown bag lunch. Open to all members.	Board Room
	March 12 - 30 ★	3 Work Group Meetings to determine 15 orgs receiving Site Visits and prepare for Top 25 Showcase: <i>Work Group Meeting Schedules on page 2</i>		
	<i>March 23, Friday</i>	<i>Deadline</i>	<i>Work Groups' nominations for 15 orgs to receive site visits due to office.</i>	
	April 3, Tuesday	3:00 - 5:00 p.m.	Top 25: Presentation of all proposals. Open to all members. Reception Following	Rms A & B
PHASE 3: SITE VISITS	April 12, Thursday (required for SV members)	12:00 - 2:00 p.m.	Workshop: Conducting Effective Site Visits: Initial Site Visit Team Meetings; brown bag lunch. Open to all members.	Board Room
	April 23 - May 4 (required for SV members)	Dependent on Schedule	Site Visits to selected organizations by Site Visit Teams. All SV team participants required to attend.	
	May 10, Thursday ★	11:30 a.m. - 2:00 p.m.	Final 15: Presentation of Site Visits; Grant Committee votes for final Ballot. Open to all members.	Rms A & B
	<i>May 17, Thursday</i>	<i>Voter's pamphlet and ballot sent to all members</i>		
VOTE	<i>May 31, Thursday</i>	<i>Voting Deadline</i>		
	June 1, Friday	9:30 - 10:30 a.m.	Grant Committee Evaluation Meeting: Feedback on grant process	2C
	<i>June 1, Friday</i>	<i>Online survey sent to Grant Committee</i>		
	June 19, Tuesday	4:00 - 7:30 p.m.	Award Announcement: Pooled Fund winners and Grant Committee celebrate!	Seattle Art Museum

★ Required meeting for Grant Committee members

2018 Grant Committee: Work Group Meeting Schedules

For Phases 1 and 2 the Grant Committee is organized into 5 Work Groups: Arts & Culture, Education, Environment, Health, and Human Services. Each Work Group sets up its own schedule of meetings. Our leaders have tried to ensure that meeting times for each group is variable, so that the maximum number of members can participate. We highly recommend that members attend all meetings - but one meeting absence in each Phase is permitted. All meetings are at the 2100 Building unless otherwise noted.

2018 WORK GROUP SCHEDULES: Phases One and Two			
Work Group	WG Leaders	Phase 1 Meeting Schedule January 8 - February 2	Phase 2 Meeting Schedule March 12- 30
Arts & Culture	Christine Lewis & Margie Duckstad	Mondays: 12 p.m.-2 p.m. January 8, January 16* January 22, January 29 *Tuesday	Mondays: 12 p.m.-2 p.m. March 12 March 19 March 26
Education	Nellie Allnut & Ellen Look	Thursdays: 9 a.m. - 11 a.m. * January 11, January 18 January 25, February 1 <i>*Meetings will take place in Downtown Seattle</i>	Thursdays: 9 a.m. - 11 a.m. * March 15 March 22 March 29 <i>*Meetings will take place in Downtown Seattle</i>
Environment	Elizabeth Romney & Jeri Donnelly	Thursdays: 2:30 p.m. - 5 p.m. January 11 January 18 January 25 <i>*Note this Work Group will only meet three times in Phase 1</i>	Thursdays: 2:30 p.m. - 5 p.m. March 15 March 22 March 29
Health	Susan Barley & Nicole Stellner	Tuesdays: 10 a.m. - 12 p.m.* January 9 January 16 January 23 January 30 <i>*Meetings will take place in Downtown Seattle</i>	Tuesdays: 10 a.m. - 12 p.m.* March 13 March 20 March 27 <i>*Meetings will take place in Downtown Seattle</i>
Human Services	Sue Eastgard & Lorraine Del Prado	Fridays: 9 a.m. - 11:30 a.m. January 12 January 19 January 26 February 2	Fridays: 9 a.m. - 11:30 a.m. March 16 March 23 March 30

Questions? Contact Aviva Stampfer (aviva@wawomensfdn.org)
or visit www.wawomensfoundation.org/pooled-fund-grants