

Capacity Building Grant Questions

To assist organizations in planning for the upcoming Capacity Building Grants Cycle, Below is a list of questions that may be asked on the grant application. Please note that these questions may change when the application opens.

Advancement of Technology

- How were these upgrades chosen, and what criteria were considered?
- Are there any alternative options that were considered but not chosen?
- How will this project improve or transform the efficiency, effectiveness, and/or impact of your organization?
- What software/equipment are you currently using, and how long have you been using it?
- What are the limitations or challenges with your current setup?
- How will the proposed project address these limitations or challenges?
- Why is this a good time for your organization to take on this project? What steps have you already taken to identify the need or prepare for this project?
- What is the timeline for implementing this project?
- Who will be responsible for managing the implementation process?
- Are there any potential challenges or risks associated with the implementation, and how will it be mitigated?
- Will you be working with an outside consultant to implement this project? If so, who will be involved, and in what capacity. Will there be training provided?
- How will the upgraded software/technology be maintained and supported in the long term?
- Are there any ongoing costs or resources required for maintenance and support? How do you plan to budget for this?
- How will you ensure that the upgrades remain relevant and effective over time?

Digital Marketing

- What digital marketing content does your organization currently have (including a website).
- What deficiencies and/or challenges have you faced with your current content that hinders your ability to reach your target audience?
- How will this project improve or transform your organization's ability to effectively carry out its mission?
- Who is your target audience, and what are their demographics?
- What digital marketing channels will you utilize, and why?
- How do you plan to use each digital marketing channel effectively to reach your target audience?
- Do you have a content strategy in place? If so, what types of content do you plan to create?
- What specific goals do you aim to achieve through your digital marketing efforts?
- How will you measure the success of your digital marketing campaign?
- What potential challenges or risks do you foresee in implementing this project, and how do you plan to mitigate them?
- What is your selection process for choosing the company to provide this service?
- Can you provide information about the company's qualifications and its experience working with nonprofit organizations?
- Have you obtained quotes or estimates from multiple companies? (You will be asked to attach these at the end of the application).

- What is the timeline for implementing this project?
- Who will be responsible for managing the implementing process?

Improving Financial Health

- Can you provide an overview of your current financial situation?
- How do you currently manage and report your finances?
- Are there any significant financial challenges or concerns that an audit may uncover?
- What steps have you taken to prepare for the audit process?
- Do you have internal financial controls and policies already in place? If so, please explain what controls and policies are currently in place.
- Is your financial documentation well-organized and up-to-date?
- What are the specific goals and objectives for conducting this audit?
- How do you anticipate that completing this audit will benefit your organization?
- How will the results of the audit be used to improve your financial management practices or organizational effectiveness?
- What is your selection process for choosing an audit firm?
- Can you provide information about the auditor's qualifications and experience with nonprofit organizations?
- Have you obtained quotes or estimates from multiple auditors? (You will be asked to attach these at the end of the application).
- What is the timeline for implementing this project?
- Who will be responsible for managing the implementing process?
- Are there any potential challenges or risks associated with the implementation, and how will it be mitigated?