



## BEN B. CHENEY FOUNDATION

Helping people and their communities

### 3-Pronged Application Process

#### Step

#### 1

### Letter of Inquiry

Letters of inquiry are a way for organizations to tell their story and for the Foundation to evaluate its interest. **There are no deadlines.** The Foundation accepts LOIs throughout the year.

While the Foundation responds promptly, it may take 6-9 months from the receipt of a letter to an application's review by the board of directors. The board meets 4xs each year.

#### Step

#### 2

### Foundation Meeting

If the project outlined in a LOI appears to fit the Foundation's grant making plans, the Foundation will schedule a site visit or an office meeting with Foundation staff.

The Foundation appreciates face-to-face meetings, whenever possible. This meeting allows staff to get to know you and gain more information about the project and your organization.

#### Step

#### 3

### Formal Application

The meeting with the Foundation usually results in scheduling a formal application. Our staff will initiate the invitation to apply.

**Large Grant Program** - Grant proposals over \$15,000 must go to a full board meeting. While the Foundation seeks to be timely, it also must balance the volume of requests with the timing of projects and funds available.

**Small Grant Program** - Grant proposals less than \$15,000 are processed outside of a formal board meeting. Often such grants can be reviewed in as little as one to two months.



## **Priorities**

The Cheney Foundation made major pivots during 2020 to respond quickly to emergency needs faced by our grantees. In 2021 we returned for the most part to our normal grantmaking. Though we still provided funding for COVID-related requests we also resumed our board meeting schedule. As for 2022, staff and board are taking more of a “wait and see” approach with the ability to shift priorities and funding if necessary.

## **Staff Participant**

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