

2018 Philoptochos Convention  
Small Group Breakout Sessions – July 4, 2018

**Discussion Topic: Grant Applications 101**

**Facilitators:** Carol Stamas, Co-Chair Project Review & Management Committee  
Marilyn Tzakis, Co-Chair Project Review & Management Committee  
Arlene Siavelis Kehl, National Board Member

**Purpose:** To facilitate discussion on the Greek Orthodox Ladies Philoptochos Society, Inc. Grant Application 2018 – 2020 form and greater understanding of the 2018 General Grant Application Process.

(NOTE: The following represents a compilation of questions asked by attendees during eight 25-minute breakout sessions and answers given by facilitators.)

**Question 1: Who can apply for a general grant from National Philoptochos?**

- a. We focus on any applicant that is a legally constituted Not for Profit (NFP) with current 501(c)(3) status from the Internal Revenue Service and functions in the identified service area.
- b. Please keep in mind that many larger NFP organizations can be looked up on Charity Navigator, which is the nation's largest and most utilized evaluator of charities.

**Question 2: How are general grant applications reviewed?** They are reviewed pursuant to the following set of criteria.

- a. Organization structure, missions and constituencies
- b. Project/Program purpose which is clearly written and/or comprehensively described and relevant
- c. Clinical outcomes/deliverables/goals such as maximizing disease survival or minimizing rates of various infections
- d. Efficient coordination of care as demonstrated by complying with accepted "best practices"
- e. Sufficient care-related resources such as providing nursing staff and/or outpatient programs tailored to conditions
- f. Budget well outlined and realistic
- g. Project/Program estimated cost which is clearly delineated
- h. How well Project/Program will enhance the lives of people in its community or service area

**Question 3: When and by whom are general grant applications reviewed?**

- a. General grant applications are reviewed on a rolling basis.

- b. First, National Philoptochos Project Review and Management Co-Chairs and Committee review applications and offer their suggestions on distributions and any other actions to be taken.
- c. Second, the Project Review and Management Committee's suggestions are forwarded to the National Philoptochos Finance Committee, which is chaired by the National Philoptochos Treasurer, for their review and recommendations.
- d. Third, Treasurer discusses the Finance Committee recommendations with the National Philoptochos Executive Board, and they render their opinion.
- e. Fourth and finally, Treasurer takes the Executive Board recommendations to the full National Philoptochos Board for final decisions to be reached.

**Question 4: Where can the general grant application be found?** General grant application form is available on our National Philoptochos website as follows:

[www.philoptochos.org/outreach/grant-application-forms/NPSGrantApplication2018-2020](http://www.philoptochos.org/outreach/grant-application-forms/NPSGrantApplication2018-2020)

**Question 5: In what ways are general grant applications submitted?**

- a. Inquiries come into our National Philoptochos office from organizations on how they can apply for National Philoptochos grants. They are directed to our website to access the Greek Orthodox Ladies Philoptochos Society, Inc. Grant Application 2018- 2020 form.
- b. Philoptochos stewards from across the country know of worthy organizations within their communities and metropolises. They refer these organizations to our website, so they can access the Grant Application 2018 – 2020 form and submit their projects and/or programs for National Philoptochos' consideration for funding and/or support.
- c. In some cases, Philoptochos chapters and/or metropolises have partially funded these projects and/or programs, and the organizations are seeking additional funding if available at the national level.
- d. You too, our fellow Philoptochos sisters, can explain to worthy organizations the Request for Proposal (RFP) Process for applying for financial support of their projects and/or programs.

**Question 6: What are the sources of funding for projects/programs approved based upon their grant applications?**

Philoptochos has been able to help support important projects/programs throughout the country through money raised in the Autism Assistance Fund, Cancer and Other Major Illnesses Fund, Children's Medical Fund, Emergency Fund, General Medical Fund, Orthodox Christian Missions Fund, 75<sup>th</sup> Anniversary Founders Fund, and Social Services Fund.

**Question 7: How do Philoptochos chapters meeting National Ministry Commitments impact funding of projects/programs?**

- a. By chapters meeting National Ministry Commitments on a timely basis on their designated months of the year, National Philoptochos can fund worthy projects/ programs.
- b. When chapters send in more than minimum or suggested amounts for National Ministry Commitments, National Philoptochos has more funds available for grant distribution.
- c. When Philoptochos stewards from throughout the country attend and support the Children's Medical Fund Luncheon, held every 18 to 24 months, then more funding is available to help vetted projects/programs at children's hospitals and other health care organizations.
- d.

**Question 8: How does applying for a General Grant differ from applying for a Children's Medical Fund Luncheon Grant?**

- a. General grant applications submitted are reviewed on a rolling basis.
- b. Children's Medical Fund Luncheon (CMFL) grant applications must be submitted by a set deadline for grants to be reviewed and awarded at the CMFL.
- c. It should be noted that funds raised in conjunction with a CMFL support grant awards to children's health care concerns in the host metropolis at the time of the CMFL, support critically ill children's medical cases during the 18 to 24-month period between CMFL's, as well as support other children's health care organizations as they are vetted and approved at various times of the year.

**Question 9: When are grants awarded?** Generally, they are awarded after National Philoptochos Board Meetings held in the fall, winter, spring, and at the time of National Philoptochos Biennial Conventions.

**Question 10: What are some examples of projects/programs that National Philoptochos has funded in the past?**

- a. Educational greenhouse for children on the autism spectrum disorder continuum
- b. Critical job training and placement for homeless adults
- c. Emergency meal packs for the needy
- d. Nurse call system for rehabilitation and care center
- e. Social worker at clinic to help human trafficking survivors
- f. Vulnerable youth initiative in Nairobi, Kenya
- g. Social work emergency funding to aid disadvantaged families of critically ill children
- h. Pediatric cancer care, feeding program, and intensive care among other services at children's hospitals

**Summary:** The National Philoptochos Project Review and Management Committee's grant application has added structure to the Request for Proposal (RFP) Process and ensured that grants are awarded to small and large organizations which provide services consistent with the mission of Philoptochos and where our donations make real differences in the lives of others.

