

Sherwood Trust's Vision

Everyone in the Walla Walla Valley has a sense of belonging and contributes to a thriving region. Sherwood Trust serves as a catalyst for building capacity, creating a cohesive, vibrant community.

This vision, adopted in 2017, is consistent with the strategic philanthropic approach that guided Donald and Virginia Sherwood during their lifetimes and the bright future they envisioned for the Walla Walla Valley when they established Sherwood Trust as a private foundation in 1991. We seek to honor their legacy of a lifetime of contributions to this region by being effective stewards of their funding and by promoting the principles that guided the Sherwoods' giving. A few of those principles follow:

- Private philanthropy should be a strategic activity; it is not charity. It demands the seriousness of a long-term investment and requires stringent underwriting to insure that the recipient is an effective organization and the proposed grant will achieve measurable results.
- Private philanthropy is profoundly different from what government does. It is free to take risks, create incentives, demand accountability, and explore initiatives in ways in which government is restrained from doing. It should be driven by an entrepreneurial spirit to focus on specific solutions with the expectation of achieving set goals and real results in a timely manner.
- Effective giving requires recipients to be as tough-minded and independent as their donors, insisting on strong leadership, competent management, successful innovation, and actual results rather than merely intentions voiced and services rendered.
- Effectiveness is the principle criterion of Sherwood Trust in approving grants and favors nonprofit organizations with a successful record of accomplishing results. It also favors nonprofit organizations that focus on discrete, tangible problems and set achievable, measurable goals that lead to solutions rather than try to solve broad, intractable social problems.
- The role of Sherwood Trust is to encourage and promote, rather than dictate, nonprofit organizations to adopt the best ideas from the private sector or from other nonprofit organizations with a demonstrated record of success.

It is these principles and our core values – collaboration, empathy, equality, excellence, integrity, and sustainability – that will endure and continue to drive Sherwood Trust, while its strategies and operating procedures endlessly adapt to a changing world.

Grant Investment Strategies

We believe that our region's greatest assets are its people, and we seek to invest in local people working together to solve local problems. We contribute our resources to support area residents committed to building a stronger community and creating a higher quality of life for all.

Sherwood Trust frames its grantmaking by the areas listed below. Sherwood Trust seeks to be catalytic in its funding, making investments that will be transformative to the organization or our community, not merely transactional. Competitive grant proposals will fall into at least one of these categories:

Resilient Organizations – supporting nonprofits that have a track record of strong executive and board leadership and sound management of all nonprofit resources (financial, physical, and human resources), or that are determined to further develop these internal capacities, with proposals to enhance their organization's sustainability.

Diversity, Equity, and Inclusion – initiatives to promote and strengthen inclusive engagement in our region to build a more cohesive community, including support to organizations led by underrepresented groups or support for organizations determined to build their internal capacity to implement DEI best practices.

- Sherwood Trust values each individual and their *diversity* of perspectives and life experience. In a thriving region, all lives have equal value with a voice at the table to support and care for one

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another and the well-being of the whole community. Diversity includes all forms of identity such as age, race/ethnicity, gender, sexual orientation, religion, geography, and ability.

- Sherwood Trusts seeks to improve *equity* by promoting justice, impartiality, and fairness within the procedures and processes of institutions and systems and their distribution of resources.
- Sherwood Trust promotes *inclusion* to ensure individuals with different perspectives and backgrounds are welcomed and able to participate fully in achieving a thriving region.

Community Collaboration – support for groups seeking to work together on a common project or grant requests that are the result of an inclusive collaboration, particularly those that would have widespread benefit to the region, meet an unmet community need, or benefit an underserved population. Requests will need to demonstrate a goal of addressing a discrete, tangible problem and set achievable, measurable goals that lead to solutions. Co-applications are welcome from a group; one organization would be the lead applicant to submit on behalf of the collaborative.

Civic Engagement - initiatives that help people be active participants in building and strengthening their communities, whether defined as a place or a shared identity or interest. Requests should promote the values of transparency, nonpartisanship, and participation and create agency and power in people, particularly those most affected in a community or by an issue. Requests may include advocacy activities in accordance with applicable IRS regulations; contact us for more information.

SHERWOOD TRUST GRANTS

Sherwood Trust oversees three grant programs. Each have their own timelines, processes, and guidelines, as noted below.

Grant Type	Grant Amount	Application Process	Award Timeline
Core Grants	Generally, \$20,000 or more	Letter of Interest due Feb 22, Application due March 1	Awarded in June
Impact Grants	\$5,000-\$20,000	Application due March 1	Awarded in May
Operating Awards	\$1,000-5,000	Application by invitation only, due March 1	Awarded in March

Core Grant Guidelines and Application Process

Sherwood Trust Core Grants are the majority of our funding in a given year. These proposals seek to invest in an organization's or group's top priority and are subject to the guidelines below.

Applicants are strongly encouraged to discuss their proposal with Sherwood Trust in advance of submitting a request to ensure the project meets Sherwood Trust's guidelines.

To be eligible, Core Grant Applications must:

- Support charitable activities that contribute to the implementation of Sherwood Trust's vision and investment strategies with organizations or communities in the Walla Walla Valley, defined as extending from Dayton, Washington to Milton-Freewater, Oregon.
- Be submitted by or with an organization in the Walla Walla Valley.
- Benefit tax-exempt organizations under Section 501(c)(3) of the Internal Revenue Code or a government entity; Sherwood Trust does not make grants to individuals. Sherwood Trust accepts applications from fiscal sponsors that become the grantee and receive the funding, if awarded.

In addition, the most competitive grant proposals will include the following:

- Evidence of multiple donor commitments so that Sherwood Trust is not funding the majority of the request. Sherwood Trust prefers to fund final grant dollars.

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- Evidence of sound nonprofit management and governance, including of financial, physical, and human resources, both by the staff and board. (Refer to 501 Commons' Self-Assessment: <https://www.501commons.org/assess/overview> for ways to measure your organization's health.) Given the importance of financial management, Sherwood Trust favors applications from nonprofits without external debt that will outlive the term of the grant. Grant requests are welcome to help an organization strengthen all elements of its nonprofit management and governance, including requests to retire debt.
- Evidence of collaboration, ensuring that a request is not duplicating other efforts in the region.

Sherwood Trust discourages frequent annual grant requests from any given nonprofit organization; there should be at least two intervening years between subsequent Core Grant proposals (an applicant receiving an award in 2019 would be eligible to apply again for a Core Grant in 2022). Organizations may apply for Impact Grants in intervening years for other projects.

Core Grant proposals seeking funds for the following purposes typically are not favored:

- General fund solicitations.
- Scholarships, fellowships, honorariums, or benefits to an individual.
- Operating expenses, including overhead, indirect costs, and servicing debt, however labeled.
- Conferences, seminars, travel, publishing books, producing films or videos, festivals, or acquisition of exhibits.
- Projects of sectarian or religious organizations, the principal beneficiaries of which are their own members or constituents.
- Support to start-up projects or organizations.

Core Grant Application Timeline and Requirements

January	Sherwood Trust will announce the opening of its application process in January 2019. <u>The application process will be available online.</u>
Jan-Feb	Organizations considering applying are strongly encouraged to contact Sherwood Trust to discuss their proposal with Sherwood Trust in advance of submission. Call to make an appointment: 509-529-2791.
Feb 22	Letter of Interest (LOI) final deadline – strongly recommended to submit much earlier as you will not have access to the rest of the application until your LOI has been submitted and approved
March 1	3:00 pm deadline for submitting the full Core Grant Application; early submissions welcome. Elements of the grant application include: <ol style="list-style-type: none">1) Organizational overview2) Financial overview plus current year organizational budget and three years of past financial statements3) Detailed project proposal and budget4) Key goals to be achieved through the work5) How best to report back to Sherwood Trust about the learning and outcomes from the work
End March	Sherwood Trust will notify applicants if their application has been approved for a site visit
March-May	Site visits conducted

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May	Final Core Grant decisions made
June	Sherwood Trust will notify applicants of final grant decisions

Core Grant Reporting

The grant application will include a request that organizations identify a method by which to report on the learning and outcomes from the award, if received. The final reporting method will be decided in consultation with recipient organizations. The ST Grant Award Letter will include a request for reporting about the grant during the lifecycle of the grant and after completion, such as:

- Encouraging grantees to share stories about their grant results with Sherwood Trust and the public during the grant award period.
- Within 3 months of the end of the grant period, recipients will be required to submit a report in any format. If in writing, it should not exceed two pages. The report should summarize the benefits or value gained through the project and any lessons learned from the activities made possible by the grant.
- Other reporting requirements may be requested depending on the nature of the award and will be discussed and determined in consultation with the grantee, including methods for sharing the learning with other nonprofit and community partners.

Impact Grant Guidelines and Application Process

Sherwood Trust launched Impact Grants in 2018 and are continuing these grants in 2019. Impact Grants are designed to support projects that may be smaller in scale or budget but that will make a big difference in advancing our mission of everyone in the Walla Walla Valley having a sense of belonging and contributing to a thriving region. We seek to support timely projects and new or innovative ideas that will contribute to creating a cohesive, vibrant community. Priority will be given to activities that will create opportunities for groups of people with differing perspectives and experiences to work together, promote kindness, and build trust and understanding. Projects should be well conceived and demonstrate significant potential for success; applicants are encouraged to inquire with Sherwood Trust to discuss their proposal prior to submission.

Sherwood Trust will allocate up to \$100,000 for this Impact Grant Cycle. Proposals may range from one-time events or activities up to three years but the total award will not exceed \$20,000. The total budget for projects in this category should not exceed \$75,000; larger projects should apply as Core Grants, even if the dollar amount requested of Sherwood Trust is \$20,000 or less. Applicants may be new organizations, existing organizations, or collaborations.

To be eligible, Impact Grant requests must:

- Support charitable activities that contribute to the implementation of Sherwood Trust's vision and investment strategies with organizations or communities in the Walla Walla Valley, defined as extending from Dayton, Washington to Milton-Freewater, Oregon.
- Be requested by or with an organization operating in the Walla Walla Valley.
- Benefit tax-exempt organizations under Section 501(c)(3) of the Internal Revenue Code or a government entity; Sherwood Trust does not make grants to individuals. Sherwood Trust accepts applications from fiscal sponsors that become the grantee and receive the funding, if awarded.
- Sherwood Trust will fund up to 75% of total project costs, not to exceed \$20,000. Applicant organizations will need to demonstrate an ability to cover the balance of project costs with cash, other grant funds, volunteer labor (valued at \$20/hour), or donated in-kind professional services or materials related to the project. For example:
 - Total project budget = \$10,000, then the organization can ask for an Impact Grant of up to \$7,500 and must demonstrate funds on hand or ability to raise \$2,500.
 - Total project budget = \$50,000, then the organization can ask for an Impact Grant of up to \$20,000 (maximum award limit) and must show it already has or can raise the balance of \$30,000.

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In addition:

- Sherwood Trust discourages frequent annual requests from any given organization. There should be at least two intervening years between subsequent Impact Grant proposals. Applying for or receiving an Impact Grant does not disqualify an organization from applying for or receiving a Core Grant, in intervening years, but frequent applications may be less competitive.
- Nonprofit organizations with external debt that will survive the grant request may apply for Impact Grants (they are not eligible for Core Grants), but their application may be less competitive.

Impact Grant proposals could include, but are not limited to:

- Supporting conferences, seminars, community meetings, festivals, or other events
- Art activities that will have widespread engagement with the public such as: producing films or videos, producing theatrical performances or concerts, or acquisition of exhibits
- Funding to make nonprofit or educational programs more accessible to underserved youth
- Media campaigns or advertising to encourage residents to engage on a community issue
- Technology investments
- Funding to make events or nonprofit activities more accessible to a broader community, including translation, food, childcare, translation, promotion efforts, etc.

Impact Grant proposals seeking funds for the following purposes are not favored:

- General fund solicitations
- Fellowships, honorariums, or benefits to an individual
- Operating expenses alone, including overhead, indirect costs, and servicing debt, however labeled (full operating expenses should be included in the budget)
- Projects of sectarian or religious organizations, the principal beneficiaries of which are their own members or constituents
- Expenses already incurred
- School-affiliated orchestras, bands, choirs, athletic teams, drama groups, yearbooks, or class parties
- School travel, competitions, or field trips
- Student tuition or tuition-based extracurricular programs
- Door prizes or raffles
- Gifts, honoraria, gratuities, and awards
- Support for events whose primary purpose is to fundraise for the applicant organization

Impact Grant Application Timeline and Requirements

January	Sherwood Trust will announce the opening of its Impact Grant application process in January 2019. <u>The application process will be available online.</u>
Jan-Feb	Organizations considering applying are encouraged to discuss their proposal with Sherwood Trust in advance of submission. Call to make an appointment: 509-529-2791.
March 1	3:00 pm deadline – early submissions are welcome. Elements of the application are: <ul style="list-style-type: none">● Brief project proposal● Key goals to be achieved through the work● How best to report back to Sherwood Trust about the learning and outcomes from the work● A detailed project budget● Current year board-approved budget (if available and applicable to the organization)● The past <u>three years</u> of financial statements (if available – newer organizations that have not existed for three years should submit their available financial statements)

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End March	Sherwood Trust will notify applicants if their application is under consideration
March-April	Sherwood Trust may conduct site visits or other due diligence to evaluate requests
April 30	Final grant decisions made
May	Sherwood Trust will notify applicants of final grant decisions

Impact Grant Reporting

The application will ask how the grantee intends to report on the intended learning and outcome(s) from the award, if received. The final reporting method will be decided in consultation with recipient organizations. If awarded a grant, the ST Grant Award Letter will include a request for reporting about the grant during the lifecycle of the project and after completion, such as:

- Encouraging grantees to share stories about their grant results with Sherwood Trust and the public during the grant award period.
- Upon completion of the grant, Sherwood Trust will convene groups of Impact Grant recipients to share stories and lessons learned from their activities.
- If agreed to by recipients, lessons learned may be shared with other nonprofit and community partners.

For More Grant Information:

Please visit the Sherwood Trust website: www.sherwoodtrust.org to read more about our giving principles and grant history. We will announce the launch of the online application process on our site, and you can sign up for email and newsletter notifications.

You are always welcome to call our office to schedule a meeting to discuss your grant proposal: 509-529-2791.

Thank you for partnering with us to invest in a thriving region!