



NISN FACILITIES PROGRAM

Funder Screening Worksheet

Background: This document is part of a learning module for Finding Funding. This module is designed to help school leaders understand the types of funding that may be available and to match opportunities to their needs

Instructions: This worksheet serves as a guide to assess a potential grant program or other type of funding source. When you have identified potential funding, or a “lead,” complete the information areas that follow to help determine whether the opportunity is something you may want to pursue. *The screening questions in the table should be completed from left to right as the information serves to rule out opportunities.* For example, if you learn your school is not eligible for support while completing the first question, there is no need to go on to the second and third screening questions. This tool is designed to help guide your initial research. There are additional considerations that may influence your decision—such as internal capacity to prepare a proposal and communications with a funder. The worksheet is not a substitute for reading through grant guidelines and other information more thoroughly.

Date completed:

Funder and/or opportunity being screened:

Use the space below to address each question for your school’s matching opportunities		
1. Can They Fund You?	2. Should They Fund You?	3. Would They Fund You?
<i>Do you meet all eligibility requirements? These may include IRS tax classification, geographic limits, service area limits, organization type, and other considerations.</i>	<i>Does your work align with the funding agency or foundation? Look for things like program priorities and limitations, grant strategies, award range in relation to your needed funding, and funds use restrictions.</i>	<i>Do your school and project resemble previously funded grants? Things to consider include your relationship with the funder, similarity to past grantees, competitiveness of opportunity (# of awards).</i>

Information Used in Screening (mark all sources used in screening):

- Funder website
- Funder Annual Report
- Funder/agency grant guidance
- Funder 990 tax return
- Other:

Match Strength (select the strength of the match based on the three questions in the table):

- Not eligible
- Not a good fit
- OK fit
- May be a fit, if:
- Good fit
- Great fit – priority opportunity
- Need more information:

If the opportunity looks like a good (or better) fit, complete the following:

If applicable, what are the deadlines? *Note: include and time-bound information, which can include things like time to complete system registrations, mandatory pre-conference workshops, required letters of intent, and proposal submission deadlines.*

What are the next steps and when should we start?

About this Document

This was produced as part of the NISN Facilities Training Program, an effort funded by the U.S. Department of Education Charter Schools Program (Award #U282T180018). Awarded to the NACA Inspired Schools Network (NISN), the program supports expansion of opportunities for Native American and other underserved students to attend high-performing, innovative, and culturally responsive charter schools. Work includes technical assistance to schools in three states and documentation and dissemination of information, resources, and tools for facilities needs assessment, planning, and funding.