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The Meyer Foundation has a long-standing commitment to strengthening organizations in the Greater Washington region. The Foundation’s capacity-building program focuses on strengthening organizations and coalitions working to make systems more equitable and inclusive.

The Foundation’s capacity-building program has three components:

- Shared Learning for Cohorts
- Management Assistance Program Grants
- Learning and Travel Grants

We generally focus capacity-building support on organizations that are current grantee partners of the Meyer Foundation. We define “current grantee partner” as an organization that has received an operating or program grant within the past two years. If your organization received an operating or program grant from Meyer on or after January 1, 2018 you are eligible to apply for capacity-building support in 2020.

Shared Learning for Cohorts

The primary way that the Meyer Foundation supports capacity building for our grantee partners is through shared learning for cohorts: we bring together a group of organizations to work with a trainer or capacity-building provider to gain new skills and address common challenges. We believe that supporting our grantee partners through coordinating shared learning experiences will strengthen our partners’ practices while connecting them with a network of other organizations with similar priorities, opening up potential for collaboration that is necessary for systems change work to be successful.

We carefully design these shared learning programs and thoroughly vet the consultants and trainers to be sure that the opportunity will meet grantee partners’ needs and be worth the time they devote to it. We accept applications from shared learning providers on an invitation-only basis.

We announce and publicize shared learning for cohorts on our website, in our e-newsletter, and through our social media channels (Facebook, LinkedIn, and Twitter).

For questions about participating in a shared learning opportunity or submitting an application as a shared learning provider, please contact Karen FitzGerald.
Management Assistance Program (MAP)

Meyer awards a limited number of Management Assistance Program (MAP) grants to organizations or coalitions to work one-on-one with a consultant to design and carry out a custom designed capacity-building project that requires time, energy, and outside expertise. The grant covers the cost of the consultant as well as other direct project costs. We do not require a match.

MAP grants support projects in the following areas:

- **Organizational change**: succession planning, executive and other leadership transitions, mergers, strategic planning.
- **Governance**: strengthening the ability of boards (or other governing bodies) to preside over an organization’s or coalition’s financial and overall well-being.
- **Revenue development**: fundraising from individuals.
- **Racial equity**: targeted projects to incorporate racial equity into an organization’s operations (e.g. developing human resource policies with a racial equity lens).

If you are interested in applying for a MAP grant, please contact your **Partnerships and Strategy Director** to discuss the proposed project.

How Does My Organization Apply for a MAP Grant?

1) **Contact your Partnerships and Strategy Director.**
Your Partnerships and Strategy Director will be able to give you feedback on whether the project you want to undertake aligns with our management assistance priorities and whether it would be competitive for funding.

2) **Submit an application through our online application portal.**
The MAP application must be completed and submitted through this online form. Application questions and required attachments are below. Within 30 days of submitting your application, your Partnerships and Strategy Director will review your application and let you know if it is competitive for funding. The Partnerships and Strategy Director may want to talk with the executive director and a board member about the proposed project.

3) **If invited, submit a plan and projected outcomes for the project.**
If your Partnerships and Strategy Director recommends a grant for your management assistance project, the final steps in the process are to identify a potential consultant and work with the consultant to develop a scope of work and projected outcomes.

We leave the choice of the consultant up to our grantee partners. We may be able to provide names of potential consultants to consider, and we can recommend resources that may help guide you through the process of hiring and working with a consultant. However, the nonprofit must interview the consultant, check the consultant’s references, and determine whether or not to work with the consultant.
Developing a scope of work and projected outcomes should be a collaborative process between the consultant and your organization (the executive director or another senior staff person who will be leading the project).

Your Partnerships and Strategy Director will review the scope of work and outcomes. Generally, if Meyer asks you to submit a consultant’s scope of work and projected outcomes, we are very likely to fund the project.

**Why Outcomes?**

Naming the outcomes at the start of a project helps to focus all the work on the longer-term change you hope to make in your organization or coalition. Outcomes should be specific and emphasize what will be different for your organization when the work is completed rather than deliverables the consultant will create for you. Outcomes for a strategic planning process, for example, could include having greater clarity on if and how your organization will grow, how it will evaluate new opportunities and requests to partner, or if it will expand to another part of the region.

We recommend that organizations identify two to four projected outcomes – two, if your project focuses on a single organizational or management issue and will be completed within one year, and three to four if your project addresses more than one organizational issue and may take longer than one year to complete.

**What Does My Organization Need to Apply for a MAP Grant?**

The key information you will need to submit a request for a MAP grant is your organizational and contact information, as well as the following three attachments:

- Current organizational budget
- Estimated project budget
- Minutes from the two most recent board meetings

The following questions for MAP grant requests are designed to give Meyer more information about why your organization wants to do a capacity-building project and what you hope to accomplish.

1) What is the organizational capacity need you’d like to address, and why is it important to address it? *(we recommend responding in 100 to 400 words)*

2) Tell us about the project you propose to do. Please include details about the activities you expect to undertake, any work you’ve done so far to plan the work and look for a consultant, and the estimated timeline for the project. *(we recommend responding in 100 to 400 words)*
3) What do you hope will be different about your organization once the capacity-building project is done? (we recommend responding in 100 to 400 words)

What Type of Reporting Does Meyer Require for MAP Grants?

When you’ve completed your MAP project, you will need to submit a final report to Meyer. The final report asks you to evaluate how successful you were in achieving your projected outcomes and to evaluate the strengths and weaknesses of the consultant you worked with.

Learning & Travel Fund Grants

Attending trainings and conferences can be great ways to learn new skills, be exposed to new ideas, find out what organizations and movements in other parts of the country are doing, and even replenish your spirit and renew your commitment to your work. But it’s not always easy for nonprofits to cover the costs of conferences and trainings, especially if they take place outside the DMV.

Meyer’s Learning and Travel Fund Grants support our grantee partners in learning about systems change in pursuit of racial equity. Learning and Travel grants are only available to organizations that have received an operating or program grant from Meyer since January 1, 2018. Eligible organizations may receive up to $5,000 per calendar year.

Grants may cover the following types of expenses for conferences or trainings focused on systems change and/or racial equity:

- Up to 100% of registration fees for training and conferences, both local and out-of-town conferences in the continental US, for one or more grantee staff, board, and/or key partners (including community members and volunteers); and

- Travel expenses: airfare, train, or bus tickets; mileage reimbursement; hotel; meals; parking; and/or local transportation.

How Do We Apply for a Learning & Travel Fund Grant?

You can apply for a Learning and Travel Fund grant through Meyer’s online application portal.

We will let you know within a few weeks of your submission whether we’ve approved the grant.

If you have questions about the Learning and Travel Fund, please contact Alexis Martinez.
What Do We Need to Apply for a Learning & Travel Fund Grant?

After confirming eligibility, you will need the following information to apply for a Learning and Travel Fund grant:

- Organization’s name and tax ID number
- Contact phone number and email address
- Amount requested
- Name and dates of conference or training
- Name(s) of people attending the conference or training, along with their titles or community affiliations
- Brief explanation for why you’d like to attend the conference or training. (we recommend responding in 150 words)
- Link(s) to details of the conference or training, or PDF of conference or training brochure
- Budget, including registration fees, transportation, lodging, meals, and any other direct costs to attend