



## Humanitarian Grant Selection Criteria & Reporting Guidelines

### Eligibility Requirements

Charitable organizations with 501(c)(3) status are welcome to apply.

The 2022 Humanitarian Grant cycle is open to projects in New York City addressing COVID vaccine access and education, mental health support, and/or food security.

### Selection Criteria

- **Organization & Leadership:** We aim to work with established, community-based organizations with localized, inclusive, and diverse leadership.
- **Community:** RTW Charitable Foundation (RTWCF) is committed to supporting projects that improve the health and wellness of underserved communities.
- **Mission:** The project is well-aligned with RTWCF's values and mission—namely, collaboration, innovation, and filling unmet needs in underserved communities.
- **Project Plan:** The project objectives and the plan to achieve them is clear.
- **Roles:** The roles and responsibilities are well defined.
- **Impact & Accountability:** Expected results for the project are clearly defined and there is a clear plan or defined metrics as to how the partners will measure/verify results.
- **Sustainability:** Applications convey how the community organization plans to sustain the impact of the project after the grant timeframe.
- **Budget:** Each project should have a detailed, itemized budget to specify how grant funds would be used. For this grant cycle, requests should be between \$20,000 and \$50,000.

### Reporting Guidelines

Grant Recipients are expected to submit a written progress report six months after the start date of the grant and a final report one year after the start date of the grant.

The **progress report** should include:

- a) a description of the progress made to date against the goals and objectives of the project
- b) quantitative data on the project's impact to date
- c) challenges and successes to date
- d) photos of the project

The **final report** should include the above and:

- e) a financial accounting as to the use and disposition of the Grant funds, signed by a financial officer of the Grant Recipient
- f) RTWCF also requests testimonials from Grant Recipient members or community members who benefit from the project on how the project has impacted them.

RTWCF is open to updates and conversations throughout the lifecycle of the project. We want to be a resource to support you and your teams in collaboratively troubleshooting challenges and celebrating successes.