



Access. Technology. Futures.

Guidelines: Applying to Shavlik Family Foundation

The Shavlik Family Foundation focuses on supporting nonprofits that are based in and serve the people of Minnesota. Its goal is to provide opportunities by removing barriers to information and access to technology. By assisting nonprofits through technology project funding the Foundation has been able to help organizations improve their operations, program efficiency, collaboration, donor support, as well as give access to technology and information to clients, and create opportunities for people to succeed. We want to see information technology used to empower people and organizations to find their full potential.

Areas of Interest

The Foundation is primarily focused on information and technology resources that remove barriers or build capacity for nonprofits and their clients. For example:

- The utilization of new technology creates a gain of information that in turn provides more choices and improves clients' or the organization's ability to make better decisions.
- The exposure and use of technology creates skills that lead clients to greater self-sufficiency and opportunities.
- Non-profits can take advantage of technology to create collaborations gaining efficiency to serving clients more effectively.
- Implementing databases and reporting functionality to improve donor relations resulting in improved fundraising and with it the ability to serve more clients.
- Improving programs or general operations through the use of a technology that leads to operational savings for an organization.
- Using technology to improve communications and education in ways that lead to greater reach for the organization or the populations they serve.

Grant requests are not limited to these examples. They have just been given to illustrate that funding will require reporting outcomes with each grant given. We want to see technology used to help solve problems with staff, clients and donors. We are interested in projects that can transform your organization and take you into the future.

Multiple year grants are not accepted. Complicated technology projects that take multiple years to complete can be broken down into smaller projects for consideration. Ongoing maintenance and sustainability costs should be highlighted.

All projects should include detailed project implementation plans and budgets. Website or projects that increase donors/giving should also include a marketing and communication strategy. Database projects should include a data migration plan. It is important to communicate a connection between the investment in a project to outcomes for the organization, its programs, or population served.

Size of Grants

The Foundation awards approximately 15 to 20 grants each year. The Foundation welcomes and considers grant requests in the amounts \$1,000-30,000 range to support innovative program initiatives or operating needs utilizing technology to improve operations, efficiency, fundraising, staff, and clients' access to opportunities.

Technical assistance and consulting costs can be included in the grant application as required by the project and technology being requested. The Foundation welcomes collaboration with other grant-makers and favors grant-seekers with multiple sources of support.

Limitations on Grant-making

Currently we are accepting grants only from 501(c)(3) non-profits. We do not accept grants from individuals or those using a fiscal sponsor. Generally, the Foundation will not:

- Make grants to individuals or for the benefit of pre-selected individuals
- Provide funds to lobby legislation or influence public elections
- Promote any particular religious doctrine or any specific religious organizations
- Serve as replacement funding for public programs

In addition, we do not fund routine replacement of hardware and software. We encourage organizations to create regular budget plans for upgrades within their operating budgets. Also, we are very cautious to fund customized software. Custom software puts the organization in the position of needing to be responsible for its technology and ongoing upgrades and maintenance as platforms change. We feel this can take away from an organization's ability to focus on the core services it provides. Basic website upgrades or changes should also include a communications and/or marketing plan that drives new traffic or usage to that site. Training of any type must be shown to be incorporated into organizational processes.

If you have already received a grant from the Shavlik Family Foundation you must wait two years (one grant year) before you may apply again. In order to be considered you will have to have submitted a final narrative and financial report to the Foundation at the end of the previous grant year.

All grants must be submitted through our electronic system, no paper grants or emailed grants will be accepted. Some web browsers may block your ability to use drop downs in our online system. We recommend using Chrome as your browser when logging into the online application.

It is important that the email used to login to our system is the email address that we can communicate with throughout our process. If you are a contracted grant writer, you may consider using an email of the contact person at the organization you are applying for.

We are a small family foundation without staff; so, if you e-mail us with questions, please understand that there may be a delay in our response time. Thanks in advance for your understanding. You can e-mail us at: rebecca.shavlik@shavlik.us.