

# GRANT REVIEW CYCLE TIMELINE

Fall 2022 Grant Cycle



**BUHL REGIONAL  
HEALTH FOUNDATION**

*Promoting a Healthy Community*

## GRANT PROCESS OPEN

Buhl Regional Health Foundation's Grant Application Process begins for the second Grant Cycle of the Fiscal Year 2022.

**Date: May 25, 2022**

## FULL PROPOSAL

If an LOI meets our criteria, the organization is invited to submit a full proposal and will be required to upload supporting documents such as 990, Strategic Plan, Audited Financial Statement, Operating & Project Budget.

**Deadline: July 22, 2022**

**Site visits: Aug. 22 - Sept. 2, 2022**

## GRANT AGREEMENT

If approved, organizations will receive a detailed Grant Commitment Letter via email to be signed electronically.

**BRHF Grant Award Agreement will be sent  
September 16, 2022**

## MONITOR & FOLLOW-UP

Staff will review progress reports with the Grantee at the times stated in the Grant Agreement; Interim Report is due **April 14, 2023**, and Final Report is due **Oct. 13, 2023**.

Summary Reports will then be provided to the BRHF Grants Committee for discussion of impacts, outcomes, lessons learned and grantee's future eligibility to request funding.

## LETTER OF INQUIRY (LOI)

Organizations that meet eligibility criteria are able to submit a Letter of Inquiry (LOI) as first step for a funding request along with an upload of a letter of tax-exempt status which is a requirement for consideration of a full proposal.

**Deadline: June 10, 2022**

## BOARD APPROVAL

Grants Committee presents its recommendations to Board of Directors for approval of grant funding.

**Approval Requested at BRHF  
Sept. 15, 2022 Board Meeting**

## GRANT CHECK PROCESSED

To ensure funding, Grant Agreement must be submitted by **Sept. 23, 2022**. Once the signed Grant Agreement is submitted, the grant payment will be processed.

*For more information about grants, visit...*

[buhlregionalhealthfoundation.org/grants](https://buhlregionalhealthfoundation.org/grants)