

**SAA Foundation
Board of Directors Meeting
February 19 & 20, 2025
Virtual Meeting (Chicago, IL)**

**Grant Review Committee Updates
(Prepared by: Nicki Lodico and Astoria Edwards)**

Committee members: Natalie Baur, Evelyn Davis, Astoria Edwards, Sage Innerarity, Nicki Lodico (Chair), Lisa Mangiafico, Karen Meyer-Roux, Jacqueline Price Osafo, Michael Rush, Beatrice Skokan

Since the November 2024 meeting in Chicago, the Committee has met twice: on December 5, 2024, and on January 8, 2025. As of this writing, we are scheduled to meet on February 5, 2025.

Updates on the Committee's activity follow:

CATALYST GRANT PROGRAM

- Continued monitoring incoming applications received since the portal opened on November 1, 2024. As of Jan 29, 2025, 9 applications have been submitted, with several pending completion. [Technical Support: Astoria Edwards]

OPPORTUNITY GRANT PROGRAM

- Finalized application and application evaluation procedures
- Opened application portal on January 1, 2025
- Implemented a multi-channel communication plan in the second week of January [Lead: Astoria Edwards & Julia Pillard, SAA Marketing Manager]
- Continuing to monitor and review incoming applications, the first batch of which will be discussed at the Committee's February meeting

OTHER ACCOMPLISHMENTS

- Developed a high-level fact sheet on our grant programs for board member reference (provided with this report)
- On behalf of and with feedback from the Committee, Karen Meyer-Roux submitted a session proposal for the 2025 Annual Meeting. The proposed session is entitled, Catalyzing Opportunities with SAA Foundation Grants and Financial Support for Archivists. Excerpt from the proposal abstract follows:

The session aims to enhance understanding of the mission of the SAA Foundation and financial support provided by the Foundation's premier grant program, the Catalyst Grant Fund, and its new Opportunity Grant Fund. It will provide an overview of successful grant projects and help archivists and archival repositories understand the basic selection criteria for these grants.

It will also help attendees understand how to write a clear and compelling SAA Foundation grant proposal—one that communicates the project's significance; readiness to proceed; achievable outcomes; and, in the case of Opportunity Grants, urgency.

UPCOMING PRIORITIES

- Begin monthly review of Opportunity Grants beginning at the February 5 Committee meeting. (Eight applications received as of January 29.)
- Begin reviewing catalyst grant applications. (Portal to close on January 31 at 5p CT.)
- Update the Grant Review Committee Onboarding Guide