

**Society of American Archivists Foundation
Board of Directors
May 6 & 10, 2024
Chicago, IL (Virtual)**

Grant Review Committee: Recommendation

(Prepared by Elizabeth Joffrion, Chair, Grant Review Committee, Nicolette Lodico, member, Grant Review Committee & Astoria Edwards, Assistant Director, Foundation)

The Board's Grant Review Committee, chaired by Elizabeth Joffrion and comprising members Cynthia Ghering, Nicolette Lodico, Karen Meyer-Roux, and Gerrienne Schaad, has concluded the evaluation of the 2024 Strategic Growth Grant Program. Despite several applications, the allocated budget for the FY24 cycle, set at \$50K, remains partially unutilized.

The committee proposes redistributing the unused grant funds from the current cycle to support other foundation activities, pending the board's determination.

At the fall 2023 Board meeting, the Board of Directors initiated a discussion regarding the establishment of an opportunity fund. The board delegated the Grant Review Committee to deliberate on this matter and present recommendations. Following a thorough review and assessment of the grant cycle applicants, the committee engaged in discussions and now seeks the board's approval to establish an opportunity grant outside the regular grants cycle. The committee intends to formulate criteria and guidelines, and to identify funding sources for the board's review and approval, aiming to initiate our inaugural opportunity grant in 2025 or 2026.

Furthermore, the Grant Review Committee expresses optimism that enhancements to the grant-making guidelines will lead to a streamlined application process and an increased number of successful applications. Among other considerations, the committee will explore ways to shorten or consolidate the grant cycle, such as:

- Eliminating the letter of inquiry stage.
- Hosting one or more Q&A webinars to address potential applicants' queries instead of requiring inquiry letters.
- Implementing multiple cycles within the grant year.
- Providing a definitive proposal on section funding and resolving this matter within the guidelines for the upcoming grant cycle.

The committee intends to present recommendations to the board during the summer 2024 board meeting.

RECOMMENDATION(S)

- That the SAA Foundation Board of Directors approve redistributing the unused grant funds from the current cycle to support other foundation activities.
- That the SAA Foundation Board of Directors approves that the Grant Review Committee establish the criteria for the opportunity fund for board consideration.
- That the SAA Foundation Board of Directors approves that the Grant Review Committee prepare recommendations for enhancing the grant-making procedures and guideline-grant-making procedures and guidelines.