

Steps for MUW Children's RFP Process for 2019-2020 Funding

Step 1 Update or create a new profile in e-Cimpact

Log in to e-Cimpact through the e-Cimpact applicant/partner portal located at www.muw.org. If a returning user sign in to your account and update your profile. If you have never applied through e-Cimpact for MUW funding, please register as a new applicant at <https://agency.e-cimpact.com/login.aspx?org=31020f>. New applicants will receive a confirmation of registration within 24 hours.

Step 2 Determine eligibility

Complete the eligibility requirements available on the e-Cimpact site to determine if you are eligible to submit a Letter of Intent. You will receive an automatically generated notification if you meet requirements. This approval allows you to complete a Letter of Intent. Any questions regarding eligibility should be directed to the Director of Impact and Investment at Kelly@muw.org. A list of eligibility requirements is also available at www.muw.org (note you must complete eligibility requirements in e-Cimpact to proceed to the letter of intent process).

Step 3 Complete and submit the Letter of Intent

The template for the 2019 Children's RFP Letter of Intent (LOI) is available in e-Cimpact from December 11-28, 2018. The document can be found on the left hand pane of your home page in e-Cimpact once you register and meet eligibility requirements. Within 72 hours after completing you will be notified whether you should continue to a concept paper. Note: we may ask that you consider moving to a different process, focus area or transition funding.

Step 4 Concept Paper

Once the LOI is approved you will be notified to submit a Concept Paper. The template for the concept paper will appear on the left hand pane of your home page in e-Cimpact once approved. We recommend that you prepare the narrative portion in word and cut and paste this into the e-Cimpact template. A budget will be required. We highly recommend submitting Concept Papers prior to the January 15, 2018 deadline so that we may assist you if needed.

Step 5 Receive notification of invitation for full proposal submission

An Investment review team will determine whether to invite your program to submit a full application. You will be notified by January 24, 2018 with a request to submit a full Children's RFP application for 2019-2020 or with constructive feedback with why your request was denied and future considerations if you would like to reapply in 2020 for 2021 funding.

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Step 6 Invited applicants submit a full proposal

Applicants invited to submit a full proposal may complete their application through e-Cimpact. The template will be available on the left hand pane.

Step 7 Review of applications/Site Visits

An Investment review team will determine whether to visit your program and move your application to deliberations. You will receive constructive feedback prior to the May deliberations if your application will not be considered during deliberations and future considerations if you would like to reapply in 2020 for 2021 funding.

Step 8 Notification of Awards

An Investment review team will determine whether to invite your program to submit a full application. You will be notified by January 24, 2018 with a request to submit a full Children's RFP application for 2019-2020 or with constructive feedback with why your request was denied and future considerations if you would like to reapply in 2020 for 2021 funding.

Step 9 Memorandum of Agreement

A memorandum of Agreement will be required between MUW and any 501(c)(3) receiving a MUW donor investment. This must be signed by the leadership of the 501(c)(3) and the board chair and treasurer of the 501(c)(3) within one month of notification of an award. Failure to provide a hard copy with all required signatures within 30 days of award notification will void any investment by MUW in the approved application.

Step 10 Reporting

Two times a year applicants receiving funding will be required to complete a performance report that will be made available through e-Cimpact. Applicants who do not submit grant reports or who do not comply with deadlines will be evaluated for continued funding and/or will not be considered for future funding. Reports will be reviewed by the original investment team and feedback will be provided.

Step 11 Award Acknowledgement

If you are awarded funding we ask that you share this news utilizing the media toolkit that will be provided to all award recipients and following the memorandum of agreement guidelines. MUW will publically announce all awards.