

Level of Fit / Alignment with an Opportunity		AGREE →			
		0	1	2	3
1. My agency MEETS the funder's BASIC eligibility criteria.					
• Type of agency or legal entity (e.g., nonprofit, governmental unit, tribal entity)					
• Years in existence					
• Audit requirements					
• Board diversity requirements (less common currently for federal programs)					
• Allowable budgetary size (agency and/or program)					
Other basic requirements dependent on RFP					
2. My program, project, or ask aligns with the funder's stated priorities, including (1) types of work they want to support (e.g., healthcare, nursing, higher education, job training, etc.), (2) the types of activities they fund (e.g., programs, salaries, capital projects, etc.), (3) their focus populations (e.g., women, K-12 students, older adults, etc.), and (4) their geographic service area.					
3. There is enough TIME BEFORE THE DEADLINE that we can successfully put together a strong project WITHOUT excessive burden on existing staff resources.					
• 30 days if the program is generally established.					
• 45-60 days if the program is new and needs to be designed OR if new external collaborations are required.					
• Typical federal grants require 80-150 HOURS of labor—SUFFICIENT resources are available in the time window.					
4. The number of grants to be awarded is sufficient to JUSTIFY the labor required to apply (ideally 25+ awards unless your agency is an IDEAL fit for the opportunity's focus and/or a true LEADER in this scope of work).					
5. The potential award amount is sufficient to justify the LABOR required to apply.					
6. If required, any budgetary MATCH required is possible without undue burden on the agency and/or requiring new fundraising.					
7. If the award will be REIMBURSED (versus funded up-front), my agency can afford the STARTUP costs.					
8. If the possible award is significant compared to my agency's EXISTING budget:					
• The grant focus is aligned with our mission and does not constitute "mission creep" purely to secure funding					
• The agency can take on the required growth in a successful way (e.g., WITHOUT straining staffing and/or administrative resources to a "breaking point."					
9. My agency can successfully carry out ALL required ACTIVITIES without undue or excessive burden.					
10. My agency can carry out the required EVALUATION and/or REPORTING without undue or excessive burden.					
11. My agency or program is already tracking DATA or OUTCOMES relevant to this funder's requirements.					
12. If significant PARTNERSHIPS are required to meet the funding requirements, these collaborations either ALREADY exist or will be reasonably EASY to build.					
13. The funding allows for reasonable INDIRECT and/or ADMINISTRATIVE costs.					

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14. My agency can devise a reasonable strategy to SUSTAIN the scope of the funder's contribution AFTER the grant period ends.				
15. My agency is among the BEST suited to carry out work required by the funder, COMPARED to different organizations my agency might partner with INSTEAD.				