
AWC MATRIX FOUNDATION GRANT PROGRAM

Introduction

The AWC Matrix Foundation was created in 1997 as the charitable and educational affiliate of the Association for Women in Communications (AWC). Its mission is to promote the advancement of women in the communications profession by providing funds for education, research, and publications. It is a 501(c)3 tax exempt organization registered in the State of Virginia. Donations are tax deductible.

The AWC Matrix Foundation accepts and administers tax-exempt donations for the benefit of AWC members. In addition to its grant program, it administers the Certified Communications Professional Program (CCP) to recognize individual communications excellence and to promote career advancement. It also administers a memorial awards program, including the Edith Wortman First Amendment Award, the Helen Duhamel Achievement Award, and the Advancement of Women Award. It also provides student scholarships for attendance at national AWC conferences.

The AWC Matrix Foundation board has developed this grant program in order to support programs that educate and promote communicators, often—but not exclusively—at the AWC national conference. *This is separate from and in addition to the scholarships and awards noted above.*

Description:

In fulfilling its mission, the AWC Matrix Foundation, through this grant program, seeks to fund meaningful educational opportunities and special programs that will benefit the membership of AWC. The AWC Matrix Foundation also is particularly interested in helping build AWC membership for the long-term.

Each calendar year that funds will be available, the AWC Matrix Foundation board will designate a certain pool of funds for grants. This amount will be announced in the first quarter of the year, if applicable.

AWC, any of its affiliated chapters, or (especially in the case of research projects) any of its members, may make application by April 30 to the AWC Matrix Foundation board for funding that would use all or a portion of the funds available for that year.

AWC Matrix Foundation funds can be used only to provide direct programming or research and cannot be used for advertising, promoting, or publicizing events. No funds can be used for general AWC expenses or for general underwriting of conference expenses.

Selection process:

After the deadline for submission of applications, the AWC Matrix Foundation board will review the application(s), choose the finalist(s) by majority vote, and announce the grant recipient(s) within 30 days of the application deadline.

Successful submissions will have the highest value in terms of education or research, will reach the largest AWC audience, and will have a component to measure membership growth as a result of the program or project.

Applications may be for the entire annual fund available, or portions thereof—and the AWC Matrix Foundation will award either the full requested amount or a partial amount, depending on the merits of the program and the number of viable applications for funding that year.

Criteria:

Proposals submitted each year will be considered on the following basis:

- Completeness of the description of the program and its other sponsors (if applicable)
- Annual budget for the program, including the source of matching funds, if applicable
- Plan for increasing membership as a result of the program
- Intended outcome, time frame, measurement, and plan for reporting results to the Matrix Foundation board
- Project or program can be completed within a year of receipt of the funds.
- Award recipients agree to provide quarterly written progress reports.
- If project or program involves research, recipient agrees to release the results to the Matrix Foundation either before releasing to a university or other entity or jointly.
- Recipient agrees to credit the AWC Matrix Foundation as a sponsor.

Eligibility:

Applicants must be members of the Association of Women in Communications (AWC). Organizational applicants must be non-profit entities with a mission and goals in common with the AWC Matrix Foundation. AWC member applicants agree to continue their paid AWC membership through the date the project or program is completed and submitted for review.

Application process:

- Each year the AWC Matrix Foundation website will announce the amount of funding to be made available for individual grants and organization programs, as well as the application deadlines where required.

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- Qualified organizations seeking funding should submit their applications and full proposals no later than 5 pm (EST) on the year's designated deadline. Electronic submissions are allowed.
 - Applications should be accompanied by a cover letter summarizing the program and a statement confirming that they have read and agree to the stated criteria.
 - All applicants will be notified of the outcome of the selection process within 30 days of the application deadline.
 - Incomplete applications or those received after the deadline will not be considered.
 - The AWC Matrix Foundation board has the prerogative not to award any grants in a given year.

Other

Scholarship winners will be posted on the AWC Matrix Foundation website.



AWC MATRIX FOUNDATION GRANT APPLICATION

Note: *Applications should be accompanied by a cover letter summarizing the program and a statement confirming that they have read and agree to the stated criteria.*

Date:

Applicant Organization Name:

Contact information:

Requested grant amount:

AWC Affiliation:

Member _____(name)

Chapter _____(name)

National Board

Other non-profit organization(s) meeting grant application requirements:

(name and description of mission/goals in common with AWC Matrix Foundation)

Financial information:

Please describe the other sources of funding and amounts, and include the annual organizational budget.

Program description: (limited to two pages):

Please describe the program in detail, including specific elements the grant would support. Include the length/duration/time frame of the program or research, intended outcome, measurement and plan for reporting the results to the AWC Matrix Foundation board. Include in the description the plan for increasing AWC membership, how you will measure the results and the reporting mechanism.

Submit the application and all necessary attachments to:

mail@awcmatrixfoundation.org

Approved 3-2-2016