



## 2019-20 HSI Grants Program Timeline

<b>January 2019</b>	<b>Information sessions</b> held on <b>January 10<sup>th</sup> at 3:30pm</b> where we will provide an overview of our HSI grants program and explain how to apply.
<b>February 2019</b>	<b>LETTER OF INTENT DUE February 11, 2019 by 5pm</b> A Review Committee meets in late February to review LOI's and determine who will be asked to submit a full proposal.
<b>March 2019</b>	<b>FULL APPLICATION DUE March 28, 2019 by 5pm</b>
<b>April 2019</b>	The Review Committee will meet again in mid-April to discuss full applications. Following review of the completed applications, the Committee will make its recommendations for funding to the District Board of Directors in June 2019.
<b>June 2019</b>	<b>Board to vote on grants recommendations-</b> Following review of the completed applications in April, the Grants Committee will present its recommendations to the SHD Board for approval at the <b>June Board meeting</b> . These meetings are open to the public and grant applications are welcome to attend. The District Board may chose to offer full funding, partial funding or no funding. Applicants offered partial funding will be provided time to revise their proposals to match the reduction in funding. We will notify grantees of their approval and grant amount. We will mail Grant Agreement to agencies and a Scope of Change Form where necessary.  A <b>special training for newly funded applicants</b> on program evaluation and reporting will be required (date TBD)  <b>First half of checks will be mailed out the first week of July.</b>
<b>Jan. 2020</b>	<b>MID-YEAR REPORTS DUE January 17, 2020 by 5pm</b> We will send second half of grant funding upon successful completion and acceptance of mid-term report and possible site visit
<b>June 2020</b>	<b>FINAL REPORTS DUE June 26, 2020 by 5pm</b>