

Tips for Communicating with Grants & Programs Staff at OCF

OCF values its connection with Oregon's nonprofit sector and the chance to deepen our knowledge of issues impacting Oregon's communities. However, due to the high volume of inquiries from organizations requesting phone or in-person meetings with grants & programs staff, we do not have the capacity to fulfill all requests.

It's important to note that you do not need to know or communicate one-on-one with an OCF staff member to receive a grant from OCF. Your most important communication with OCF is via your grant application; in fact, we regularly meet with competitive applicants during the review process.

Before your organization requests a check-in, please review the following to determine whether it is timely and appropriate.

1. **Is there a clear purpose?** If your organization has never applied for an OCF grant, if your organization has undergone significant changes in programming and/or executive-level leadership, or if your organization is confused about OCF, these are all good reasons to connect. A general check-in is not recommended.
2. **Have you met with other OCF staff recently?** If you've recently met with an OCF staff member, there is no need to meet with a different staff member. Our goal is to create space for as many nonprofits as possible to meet with us. We are happy to share your information with our colleagues in other departments.
3. **Have you considered the timing of a conversation?** Depending on the time of year and where we are in a grant cycle, OCF staff may not be able to connect right away. In fact, it could take several weeks. Please plan accordingly, particularly if you are planning to submit a grant application in the next cycle.
4. **Is there an alternative way to get or share information?** Always review our website first for information about our programs, and if you still have questions, we welcome a check-in. A quick phone meeting is a good alternative to a longer face-to-face meeting and can usually happen sooner. Many questions, including ones about grant eligibility or the reasons for a declined application, can easily be answered over the phone.

Thank you for your interest in The Oregon Community Foundation!