

PHASE 01 CANDIDATE SCREENING		
<div><div>01 PRE-SCREENING</div><div>TIMEFRAME: 2 business days</div><div>CLIENT TIME: 30-45 min</div></div>	<div><ul style="list-style-type: none">Send assessment to candidateVet survey results to confirm eligibilitySend phase 01 checklistsSchedule introductory call</div>	<div><ul style="list-style-type: none">Complete assessmentComplete phase 01 checklists</div>
PHASE 02 PRE-AWARD		
<div><div>01 INTRODUCTORY CALL</div><div>TIMEFRAME: 30-min call</div><div>CLIENT TIME: 1-5 hrs</div></div>	<div><ul style="list-style-type: none">Review AZERC services & eligibility with clientReview AZERC process & steps for working togetherGather organizations grant historyDiscuss funding needsSend list of phase 02 on demand webinars to client</div>	<div><ul style="list-style-type: none">Provide organization's grant historyProvide information on fundingReview any relevant phase 02 webinars</div>
<div><div>02 GRANT RESEARCH</div><div>TIMEFRAME: 2 weeks</div><div>CLIENT TIME: 30-60 min</div></div>	<div><ul style="list-style-type: none">Review latest opportunity listReview AZERC master grant listConduct Google keyword searchSend client list of curated grant opportunities</div>	<div><ul style="list-style-type: none">Review curated grant listSelect grants to move forward withReview instrumental articles</div>
<div><div>03 GRANT APPLICATION(S)</div><div>TIMEFRAME: 2-4 weeks</div><div>CLIENT TIME: Varies by application type</div></div>	<div><ul style="list-style-type: none">Assign grant writer (24-48 hours)Make introduction of grant writer to clientSend post work survey upon grant submission</div>	<div><ul style="list-style-type: none">Work with grant writer to complete application(s)Complete survey upon grant submissionReview instrumental articles</div>
<div><div>04 DECISION NOTIFICATION</div><div>TIMEFRAME: 1-3 months (fed 3-5 months)</div><div>CLIENT TIME: 5 min</div></div>	<div><ul style="list-style-type: none">Follow up with client:<ol style="list-style-type: none">If grant was awarded: client moves into phase 03If grant was not awarded: schedule post decision callSchedule Post Decision OR Post Award Call</div>	<div><ul style="list-style-type: none">Notify grant writer of grant decisionIf grant was not awarded, participate in post decision call</div>
<div><div>05 POST DECISION CALL (IF APPLICABLE)</div><div>TIMEFRAME: 30 min</div><div>CLIENT TIME: 30-45 min</div></div>	<div><ul style="list-style-type: none">Discuss application feedback (if applicable)Discuss applying again in next cycle with revisionsDiscuss focusing on different opportunities</div>	<div><ul style="list-style-type: none">Gather feedback from grantorParticipate in follow up call</div>
PHASE 03 POST-AWARD		
<div><div>01 AWARD NOTIFICATION</div><div>TIMEFRAME: 30 min</div><div>CLIENT TIME: 1-2 hrs</div></div>	<div><ul style="list-style-type: none">Review post-award capacity assessmentConduct post award notification callDiscuss client's plan for measuring and reporting impactReview Arizona Economic Resource Center post award services & processDiscuss client's need for additional Arizona Economic Resource Center servicesSend post-award checklistSend post-award on-demand webinars</div>	<div><ul style="list-style-type: none">Complete post-award capacity assessmentReview & complete post award checklistReview post award on-demand webinars</div>
ONLY FOR SECURED FUNDS		
<div><div>02 3 MONTH CHECK-IN</div><div>TIMEFRAME: 15 min</div><div>CLIENT TIME: 30 min-5 hrs</div></div>	<div><ul style="list-style-type: none">Discuss progress & deliverablesDiscuss process for measuring impactAssign capacity building consultant (if applicable) (24-48 hours)</div>	<div><ul style="list-style-type: none">Participate in check-in callWork with capacity building consultant (if applicable - up to 5 hours)Review instrumental articles</div>
<div><div>03 6 MONTH CHECK-IN</div><div>TIMEFRAME: 15 min</div><div>CLIENT TIME: 1 hr</div></div>	<div><ul style="list-style-type: none">Discuss progress & deliverablesDiscuss additional work done with capacity building consultant (if applicable)Send meeting reporting requirements webinar</div>	<div><ul style="list-style-type: none">Participate in check-in callProvide feedback on work with capacity building consultant (if applicable)Review meeting reporting requirements webinar</div>
<div><div>04 9 MONTH CHECK-IN</div><div>TIMEFRAME: 15 min</div><div>CLIENT TIME: 15 min</div></div>	<div><ul style="list-style-type: none">Discuss progress & deliverablesDiscuss how they are measuring impact</div>	<div><ul style="list-style-type: none">Participate in check-in call</div>
<div><div>05 12 MONTH CHECK-IN</div><div>TIMEFRAME: 30 min</div><div>CLIENT TIME: 30 min</div></div>	<div><ul style="list-style-type: none">Discuss progress & deliverablesDiscussion on grant term and if all items are completedDiscussion on moving forward and additional AZERC servicesDiscuss final reporting requirements</div>	<div><ul style="list-style-type: none">Participate in check-in callReturn to phase 02</div>