

# What makes a successful site visit?



**Information:** Please be prepared to answer more in-depth questions about your grant application and other supporting documents submitted. The foundation may also ask questions about the depth and breadth of your work so it is helpful to have current data, partner lists and other pertinent information on hand.



**A Tour:** Incorporate a brief tour of your facility if applicable. It is helpful to see what your work looks like in action and where it takes place.



**Representation:** It is often helpful to meet with a couple of key stakeholders in your organization. Please include a member of your organization who can speak to the details of the grant request and answer questions. We want to feel the passion for your work!



**Agenda:** Site visits typically last about one hour. It may be helpful to have an agenda.



**Visuals:** Share brochures, flyers and any other visual materials that are already available that might help us better understand your work.

