

Site Visit information for Donor Advisors

During each Community Grants cycle, the Program staff of The Community Foundation conducts site visits with 5 – 10 organizations under consideration for funding. Donor Advisors are invited to participate if they have a particular interest in an organization or issue area.

Things to consider:

- The purpose of the site visit is to learn about the agency and meet the staff responsible for carrying out its mission.
- The discussion will include overview information about the organization and its programs with a focus on the current request.
- Site visits are held at either The Community Foundation or at the organization when space is available. Location and directions are available on the website.
- Site visits are facilitated by Program staff and typically run 45 minutes to an hour in length that includes time for a question and answer period.
- At the conclusion of the site visit, you will be asked to complete an evaluation form designed to share your feedback with Program staff.
- Proposal materials and information shared during a site visit are confidential.
- If you have any questions or wish to review the preliminary proposal prior to the site visit you plan to attend, please contact Stacey Keeley at skeeley@tcfichmond.org.
- If you must cancel at the last minute, please be sure to contact the Foundations' offices so that we may contact the agency and confirm the number who will be present.

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