



No Kid Hungry Grants: FAQ

Finding the status of a grant application, report or agreement

- Always search in your No Kid Hungry grants review portal first. Especially if the grant has been reviewed and/or awarded, it will show up in your portal.
 - For Applications/Agreement:
 - Submitted/In Review: grant application has been submitted and is being reviewed by the No Kid Hungry Team. Please allow up to two business days after an application is submitted for it to be viewable in your review portal.
 - Approved- Pending Signature: grant application has been awarded and we have sent the grant agreement to the appropriate contact. No Kid Hungry is waiting for it to be returned before we can begin the payment process.
 - Approved- Pending EFT Report: grantee has returned their signed agreement and No Kid Hungry is working on the payment.
 - Approved – Pending EFT: grantee has returned their signed agreement and No Kid Hungry is working on the payment.
 - Note: these 2 stages above (Pending EFT Report & Pending EFT) were created for internal purposes only. They mean the same thing.
 - Approved: Payment has been processed and grantee should see the funds in their bank account. If they requested a paper check, it should be on the way, if it has not yet arrived. Payments will show up in the Grantee bank account as 'SHARE OUR STRENGTH PRENOTE'.
 - Declined: Applicant has not been approved for funding and will have received a decline email from a No Kid Hungry representative.
 - For Reports:
 - Upcoming: Report is due at least 1 month+ in the future; it is not yet open for editing & submitting.
 - Open: Report is due within 1 month of the date. Grantee can edit and submit the report before the deadline. If the grantee does not submit the report before the deadline, the report will remain *open* until they submit it.
 - Submitted: Report has been successfully submitted.
 - Report Waived: This is not common, but it means that the report was not completed and is not required to submit. For example, we waived reports during the beginning of COVID.
 - Confirmed: This is also not common, but this status means that we have 'confirmed' that the grantee is implementing, but they did not submit the report.
 - Please note: for all Breakfast applications & reports, you will **not** be able to see the school name on the dashboard of the grants portal. You will be able to see the names once you are in the actual application or report.



Who did the grant agreement go to?

We always send the grant agreement to Person Authorized the applicant designated in their application.

Grantee cannot log into the grants portal

- Has the grantee used our “**Can't access your account?**” feature? Please note that this feature will ask the grantee for their username to reset the password – not their email address.
- Always ask what username they're using to log in. Typically, the username is the first part of their email address, before the @ symbol. For example, my username would be *sbarrie* and not sbarrie@strength.org. You should also ask what issue they are having. Are they not able to log in because they forgot their username/password, are they receiving an error message? This will help us to diagnose what we need to fix on our end.
- Once you have that information, please send an email to Raichelle, Caroline, Bushra or Sarah, depending on the location, outlining the name, email and username of the person having trouble logging in.

Can we provide a check (instead of EFT payment)?

- Yes, we can. Depending on the finance team's schedule and the amount of checks that need to be printed & mailed our finance team has agreed to go into the office to print and send checks.. We cannot guarantee a timeline for the mailings of checks. It is not our preference to do this, but we are able to should a school district need it. Please note, this will result in a significant delay in funding for the grantee.

How often is the 'Grants Additional Tracker' updated?

The grants team is committed to updating this tracker (which tracks all 'in progress' applications and the status of grant agreements) 3x per week (Monday, Wednesday and Friday). The date which it was last updated is located in the top left hand corner of the document. Here is the link to the tracker:

https://docs.google.com/spreadsheets/d/1mHYPe56w3M_mALIIEeAylcPTMLDYM-Qwi3X5WEcBzmU/edit#gid=1507896718.