# **2022 Nonprofit Sabbatical Program**

# **Organizational Capacity Building Plan Template for Application**

# The Organizational Capacity Building Plan should focus on existing staff-wide needs and be developed and submitted as part of your application. Staff must be engaged in developing this plan, which should include a brief overview of how the organization intends to use the funds and how staff have been engaged in determining use of the funds (e.g., continuing education, training, workshop or conference fees). There are up to $15,000 of support available for these activities.

Applicant name:

Organization:

Provide brief descriptions for the following questions:

What is your plan for use of the funds? Please provide specific examples and specify if needs are individual and/or organizational in nature.

How did you engage your staff in the development of using the capacity building funds associated with this opportunity?

Was there anything surprising in the staff engagement itself or the eventual results that led to your Capacity Building Plan?

1. How was this process similar to or different from how you normally develop your capacity building agenda?
2. Please share any additional comments: