



How Many Meetings Does My Circle Need?

For more guidance about setting up your circle, check out the [Giving Circle Essentials](#).

Introduction

Your circle can decide ahead of time how many meetings it wants to hold, from the first time your group gets together to celebrating the grant decisions. Just keep in mind that once you get started, you might decide that you need more – and that’s a good thing! Amplifier’s [Giving Circle Essentials](#) and the [Giving Circle Meeting Guide](#) offer step-by-step instructions for leading conversations about all the circle-forming content (Values, Mission, Vision, Focus Areas) referenced below.

I WOULD LIKE TO HOLD

1 Meeting

Use Amplifier and Slingshot’s [Giving Circle Express](#) to get a taste for the entire giving circle experience in one meeting. This is a “taste” of what a giving circle can be like more than a substantive giving experience, but if you’re not quite convinced about the model, it’s a fun and extremely low-commitment way to try it out.

I WOULD LIKE TO HOLD

3 Meetings

OPTION ONE: 2 Circle-Forming Meetings and 1 Grant Review Meeting

1: Members get to know each other, discuss circle logistics, decide on the circle’s Values.

2: Members decide on the circle’s Mission, Vision and Focus Areas.

Homework: Members browse Amplifier’s Common Grant Applicants and nominate organizations for consideration by their circle; they may also conduct additional due diligence using publicly-available information (websites, IRS Form 990s).

3: Discuss applications/nominations, make grant decisions & celebrate!

OPTION TWO: 1 Big Circle-Forming Meeting and 2 Grant Review Meetings

1: Members get to know each other, discuss circle logistics, Values, Mission, Vision, Focus Areas.

Homework: Members browse the Common Grant Applications for potential grant recipients and nominate organizations for consideration by their circle; may also conduct additional due diligence using publicly-available information (websites, IRS Form 990s).

2: The circle narrows the nominees down to a handful of finalists.

Homework: Members meet/interview the applicants or conduct other due diligence, possibly even site visits.

3: Finalists present to the group – or members present on behalf of finalists they are most closely connected to at this point. Make grant decisions & celebrate!

I WOULD LIKE TO HOLD

6 Meetings

OPTION ONE: Using existing applications on the platform (potentially with additional custom questions)

1: Members get to know each other, discuss circle logistics.

2: Values.

3: Mission, Vision, Focus Areas.

4: Grantmaking process discussion. The circle walks through the Amplifier platform together and makes decisions about whether to use existing applications and nominations, or to add custom questions and invite organizations to submit answers. If the circle decides to ask custom questions, the circle decides on those questions.

Homework: If there are no custom questions: members search the Amplifier platform for potential grant recipients and nominate organizations; do any additional due diligence. If there are custom questions: circle leader/administrator creates a Grant Opportunity with specific additional questions with a deadline, and the circle waits for responses and then reviews them.

5: Discuss the first round of potential grant recipients; whittle down the list and select finalists.

Homework: Members or circle leader/administrator conducts additional due diligence (site visits; more research; talk to leadership, other funders).

6: Finalists present to the group – or members present on behalf of specific finalists they are most closely connected to at this point. Make grant decisions & celebrate!

OPTION TWO: Essentially a Request for Proposals process, where a circle solicits new applications to the platform through a Grant Opportunity and issues custom questions to organizations with existing Common Grant Applications on the platform

1: Members get to know each other, discuss circle logistics.

2: Values

3: Mission, Vision, Focus Areas.

4: Circle leader or members use the Amplifier platform to craft custom questions and discuss how to reach out to organizations they don't yet know of. What are the best avenues for dissemination of the circle's Grant Opportunity?

Homework: Circle leader/administrator creates the Grant Opportunity and custom questions, with deadline for submissions, and disseminates it through the Amplifier platform. All members help spread the word through their own networks. Once all applications have been received, leader/administrator may conduct a cursory review to determine eligibility. All members then review the eligible responses.

5: Discuss the initial submissions and select finalists.

Homework: Members conduct additional due diligence (site visits, more research, talk to organizational leadership).

6: Finalists present to the group – or members represent for specific finalists they are most closely connected to at this point. Make grant decisions & celebrate!

I WOULD LIKE TO

Add More Meetings

Be in touch with us at [Hello@AmplifierGiving.org](mailto>Hello@AmplifierGiving.org)! Additional meetings could include educational events, multi-stage grant application processes, collaboration with other circles, site visits...the sky is the limit.