



**The Grant Plant, Inc.** is a small, women-owned business based in Albuquerque, New Mexico. We provide superior and affordable resource development services designed to assist tax-exempt organizations in securing grants from private and public sources. TGP was founded in 2003 and our 15-person team has written more than 2,000 proposals and secured over \$220 million through those and other stakeholder relations materials. TGP is set apart by our absolute commitment to excellence and our team-based approach, which offers a broad skill set for client needs. Clients include local and national nonprofit organizations, educational institutions, government agencies, and grant makers.



## HOW WE HELP

### Find Grants

- Conduct comprehensive prospect research
- Analyze affinity and capacity of prospects
- Regularly screen opportunities as they arise

### Apply for Grants

- Analysis of agency solicitations
- Program planning
- Project management for complex applications
- Narrative, budget, and attachment prep
- Logic models, theories of change, visual displays
- Submission and close-out assistance

### Risk Assessments

- Grant project
- Grant agreement terms and conditions analysis
- Risk response planning, monitoring

### Post-Grant Support

- Project charters for internal tracking
- Routine compliance debriefs on progress and expenses
- Prepare progress, final, and financial reports
- Third party evaluations of grant-funded projects

### Support Grant Offices

- Top level strategy, compliance, case-making, and content
- Copy editing and proofreading
- Templates, workplans, attachment guidance, portal set-up

## AT A GLANCE

- **15** team members
- Annual revenues of about **\$1.3 million**
- **40+** client-partners
- Certified **Family Friendly Business** NM
- **Memberships in good standing** with Grant Professionals Association, National Grant Management Association, Writergals New Mexico, American Indian & African American Chambers, Pivotal New Mexico, UNM Parker Center for Family Business
- **Awardee** of Top Performing CEOs, C-Suite, Women of Influence, Diverse Business Leader, Leadership ABQ alumni, 40 Under Forty, Hautepreneur, Fire Awards, and Best Places to Work
- 2021 grant awards of **more than \$28.9 million**
- **67% success rate** since 2003

## LEADERSHIP TEAM

- Tara Gohr, President/CEO
- Erin Hielkema, Vice President/COO
- Aly Sanchez, Director of Strategy and Organizational Development
- Paula Azua-Stofleth, Business Manager

## WE ARE COMMITTED TO

- Integrity
- Innovation
- Accountability
- Collaboration
- Humor
- Results
- Compassion
- Risk-Taking

# WHY JOIN OUR TEAM?

## Characteristics of Team TGP

- Highly capable
- Possess critical, strategic thinking skills
- Sees the forest *and* the trees
- Entrepreneurial
- Results-oriented
- Discerning, reps TGP well
- Superior organizing skills, attention to detail
- Exacting standards, high quality
- Impeccable writing
- Competitive spirit
- Loves challenges
- Relentless pursuit of excellence

## You'll Work with People Who...

- Represent the diversity of our community
- Bring their authentic selves to work
- Respect others' opinions and worldviews
- Desire a rewarding career
- Are excited about their work
- Are elite in their field and highly conscientious
- Contribute to each others' success
- Mix humor, flexibility, and resiliency into work
- Find ways to improve the business
- Take comfort in the familiar but don't get complacent
- Celebrate each other
- Are lifelong learners

## Generous Compensation Packages

### Benefits

**Paid time off** can be used flexibly for vacation, holiday, wellness days, personal or family illness, doctor appointments, school, volunteerism, taking care of family members, and other activities of the employee's choice. PTO starts at 96 hours annually and increases with continued employment.

**Paid holidays** outside of PTO are Martin Luther King Junior Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Indigenous People's Day, Thanksgiving Day and the day after Thanksgiving, and winter break (December 24-January 1). Employee's birthdays are an extra paid holiday.

**Paid Sabbatical** is offered over and above PTO and paid holidays for employees of 5 years or more. These employees are eligible to take a paid, 30-day sabbatical to pursue their big dreams, have new adventures, and recharge. Sabbaticals may be taken every three years thereafter.

**Paid parental leave** is offered for three weeks following the birth of an employee's child or the placement of a child with an employee in connection with adoption or foster care.

**Paid health reimbursement** is offered through a Qualified Small Employer Health Reimbursement Arrangement (QSEHRA), a company-funded, tax-free health benefit. With a QSEHRA, The Grant Plant offers employees a monthly allowance. Employees then choose and pay for health care, potentially including insurance policies, and the business reimburses them up to their allowance amount.

**401 (k) retirement plan** is offered for eligible employees to decide how much they want to contribute directly from their paycheck (up to IRS-allowed amounts). The company will make a safe harbor matching contribution equal to 100% of what you contribute up to 3% of your pay, plus 50% of what you contribute, up to the next 2% of your pay.

### Perks

- Flexible schedule, with 9-day work options
- Freedom to work remotely
- Annual paid professional development
- Cell phone reimbursement
- Financial literacy/capability tools