



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 and managing grants from private and public sources. TGP was founded in 2003 and our 18-person team has written more than 2,000 proposals and secured over \$265 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

- Project planning for successful delivery
- Grant agreement terms & conditions analysis
- Identification of risks like delays, systems, allowable costs

Post-Grant Support

- Project charters for internal tracking
- Program and financial compliance tracking
- 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

- **18** team members
- Annual revenues of about **\$1.7 million**
- **50+** 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, UNM Parker Center for Family Business
- **Awardee** of AREA Advocate of the Year, Top Performing CEOs, C-Suite, Women of Influence, Diverse Business Leader, 40 Under Forty, Hautepreneur, Fire Awards, Best Places to Work, and Leadership ABQ alumni
- 2022 grant awards of **more than \$41 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
- Rachel Gauvin, Director of Grant Services

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, represents 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...

- 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 128 hours (16 days) 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 six 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, which can include insurance policies, and the business reimburses them up to their allowance amount. Employees may also opt into reimbursable **direct primary care membership** for primary care needs.

401 (k) retirement plan is offered for employees after one year of service 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.

Life insurance & short-term disability insurance provide peace of mind.

Perks

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