

Dear Partner,

We write to express our support and concern for all of the organizations and people the Foundation supports through its grantmaking and impact investments. Further, we want to let you know about our deep commitment to help you navigate the difficult and rapidly evolving circumstances all of us face due to the spread of COVID-19 throughout the world.

We are sobered by the sudden change and serious hardship that the growing pandemic has already caused for our families, our communities, and our economy. Our thoughts are with all who are experiencing illness and loss. We are united with humanity around the globe in adapting our lives to help mitigate and address the crisis as it evolves.

We know that escalating measures to combat the spread of COVID-19 are disrupting the operations and work of many grantee partners and their teams. Meetings and conferences have been cancelled, sometimes at significant expense. Travel has been restricted, and unanticipated costs or other financial impacts may be taking a toll. Many, if not most, programmatic activities will be affected in one way or another.

In light of these serious concerns, we are asking the Foundation's Program Officers to reach out as soon as possible to all current grantees. Our aim is to take stock of critical impacts, to identify responsive ways of partnering through the crisis, and to provide the maximum amount of flexibility possible, consistent with our legal requirements, in the continued work that is our joint mission.

We invite you to share your experience freely with your Program Officer or primary contact at the Foundation. We want to hear from you about the challenges you are confronting—large and small. We will do our best thinking about how we can meet your organization's needs. And we expect that, as the situation continues to unfold, your needs will change and our response will too, in turn.

We not only support you in canceling your current travel and meeting plans through April—we encourage you to do so, as we have. Program Officers will discuss with you any necessary re-purposing of your existing grant funds. Program Officers will also discuss needs to extend grant terms, as well as modification to the terms of your grant agreement, in cases where work cannot be carried out. They will also talk to you about updating reporting deadlines and payment schedules. We will share with you what we learn about how you are faring and how we can help.

We hope to find opportunity in this unprecedented moment of unity, as people in every community, city, country, and continent simultaneously work to slow the pandemic. Be assured that we are firmly committed to helping our grantee partners find ways to carry out their missions at this challenging time. More than ever, your efforts are needed to help build a better future for us all.

With best wishes for the health, well-being, and safety of you and your colleagues,

Valerie Chang, Managing Director, Programs
Stephanie Platz, Managing Director, Programs
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