

Neighborhood Networks

2 Day Grant Writing Workshop

August 6 &7, 2007

Workshop Meeting Times: 9:00am to 5:00pm

Instructor: Ronald A. Stewart, Ph.D.

Post Workshop Contact: stewartron@earthlink.net (preferred)

www.stewartron.com

626.644.0619

Workshop Statement:

According to Mim Carlson the author of *Winning Grants Step by Step* “grants are a key source of support for many nonprofit organizations, particularly new organizations or those starting new programs. Writing proposals for grants is an inexpensive way to raise funds, because the writing and research do not cost much money (just lots of your time!). A strong proposal – that is, a well-written, well-organized proposal – can bring in substantial income for your organization.”

Winning Grants: Step by Step, 2nd Edition (Paperback)

by [Mim Carlson](#)

Workshop Goals:

Our learning goals during the workshop will include: deconstructing the key elements of a grant request/proposal; identifying the key players who make decisions regarding grant requests; learning to research funders; role playing the process of reviewing grants; discussing the pros and cons of hiring a consultant as a grant writer; and, developing a complete proposal.

Workshop Objectives:

- To demonstrate an understanding of basic grant writing concepts.
- To demonstrate an understanding of the grant making process.
- To demonstrate competency in writing a thoughtful grant request.

WORKSHOP AGENDA

Day 1

- 9:00am** **Orientation**
- 9:15am** **Welcome and Housekeeping Items**
- 9:30am** **Discussion – Who Gives Money Away and Why??**
- 10:00am** **BREAK!**
- 10:15am** **Discussion: Grant Writing is akin to Cookery! (overview of a typical proposal's content)**
- 10:30am** **Discussion - Researching Funders, the Request for Proposal Process, and Grant Guidelines**
- 11:30am** **LUNCH!**
- 12:30pm** **Introduction Section Discussion with Practical Application and Individual/Group Presentation**
- Include mission statement
 - Is fiscally secure
 - Is well managed
 - Provides important community services
 - Has the respect of the community
- 1:30pm** **Needs Statement Section Discussion with Practical Application and Individual/Group Presentation**
- State the need using hard-core statistics, not assumptions or undocumented assertions parading as facts
 - Use statistics that are clear and that support your argument
 - Use comparative statistics and research, when possible
 - Make sure all data collection is well documented
 - Use touching stories of people as examples
 - Focus your explanation of the need on the geographic area you can serve
- 2:30pm** **BREAK!**

3:15pm

Goals and Objectives Section Discussion with Practical Application and Individual/Group Presentation

- Goals should be lofty and tie directly to the need statement
- Objectives should include all relevant parties in the target population
- Objectives should clearly identify the population group being served
- Objectives should be stated in quantifiable terms
- Objectives should be stated in terms of outcomes
- Objectives should be realistic and capable of being accomplished within the time frame indicated. Allow plenty of time - things always take longer than expected
- Determine how you are going to measure change with your objective

4:30pm

Wrap Up and Questions

5:00pm

Adjournment

Day 2

9:00am

Methods Section Discussion with Practical Application and Individual/Group Presentation

- Use of a timeline
- Tie the methods to your objectives and to your need statement
- Ensure methods are realistic in terms of your budget
- Explain rationale of methods (research, expert opinion, etc.)
- State what facilities and equipment will be available for the project
- Build activities upon one another to reinforce the timeline
- Be sure to discuss who will be served and how they will be chosen
- Don't assume the reviewer knows more about the project than they do

10:15am

BREAK!

10:30am

Evaluation Section Discussion with Practical Application and Individual/Group Presentation

Quantitative:

- Understanding quantities or frequency (number of intake and drop-outs)
- Determining cause and effect
- Comparing two methods that attempting to achieve the same outcome
- Establishing baselines, pretests, posttests

Qualitative:

- Understanding feelings or opinions (focus groups, interviews)
- Gaining insight into patterns as the program unfolds

11:30am

LUNCH!

12:30pm

Budget Section Discussion with Practical Application and Individual/Group Presentation

- Project or program budget (income/expenses related to “ask”)
- Agency-wide budget (whole organization)
- Budget detail or justification (more detail on some line item)
- In-Kind (donated goods or services)
- Establish budget period
- Estimate expenses (obtain cost estimates)
- Decide on whether or not to include overhead/indirect costs (audit, copier, ED)
- Estimate donated goods and services
- Estimate anticipated revenue
- Check to make sense

*Direct Costs (program staff salaries and fringe, supplies, equipment, program travel, program rent, printing)

1:30pm

BREAK!

1:45pm

Future Funding

- Continuation grants
- Annual Campaigns
- Fee for Services
- Sales of Items or Activities

2:00pm

Summary Section

- Identification of the applicant
- Qualifications to carry out the project
- Specific purpose of the grant
- Anticipated end result
- Amount of money requested
- Total project budget

2:30pm

Most Commonly Requested Appendices

- IRS letter
- List of Board Members and Affiliations
- Agency’s yearly budget
- Organizational brochure
- Current Newsletter
- Latest Annual Report
- Long Range Plan
- Other funders to whom the proposal is being sent
- Letters of support

3:00pm

Discussion: Development of the Cover Letter and Packaging of the Grant

4:30pm

Wrap Up and Final Comments

5:00pm

WORKSHOP CONCLUSION

Typical Proposal Content for Private and Corporate Funders

Cover Letter
Executive Summary or Abstract
Introduction
Needs Statement/Problem Statement
Goals, Objectives and Methods
Evaluation
Budget/Budget Narrative
Future Funding
Attachments

Typical Proposal Content for Research and Science Funders

Title (or Cover) Page
Abstract
Table of Contents
Introduction (Statement of Problem, Purpose and Significance)
Background (including Literature Survey)
Description of Proposed Research (including Methods or Approach)
Description of Relevant Institutional Resources
List of References
Personnel
Budget
Attachments and Certification

GIVING STATISTICS

Source: Giving USA Foundation, 2006

	2004	2005
Individuals*	\$ 179	\$199
Bequests**	\$ 21	\$ 17
Foundations	\$ 27	\$ 30
Corporations	\$ 13	\$ 14
TOTAL	\$ 240 billion	\$260 billion

	2004	2005
Religion	\$86.39	\$93.18
Education	\$31.59	\$38.56
Health	\$20.89	\$22.54
Human Services	\$18.89	\$25.36
Arts/Culture	\$13.11	\$13.51
Public Benefit	\$12.13	\$14.03
Environment/Animals	\$6.95	\$ 8.86

* one-half of increase may be attributed to Tsunami, Hurricane and Earthquake donations

** down due to decline of # of deaths; by 2050, an estimated \$41 trillion will transfer from one generation to the next

FEDERAL BUDGET

Source: Center on Budget and Policy Priorities

Social Security and Medicare	33%
Other Entitlements	20%
Defense and Homeland Security	21%
Domestic	16%
International	01%
Interest on Debt	09%
TOTALEXPENDITURES	\$2.5 trillion

ABOUT GRANTS.GOV

Grants.gov was established as a governmental resource named the E-Grants Initiative, part of the President's 2002 Fiscal Year Management Agenda to improve government services to the public:

"Agencies will allow applicants for Federal Grants to apply for and ultimately manage grant funds online through a common web site, simplifying grants management and eliminating redundancies."

The concept has its origins in the Federal Financial Assistance Management Improvement Act of 1999, also known as [Public Law 106-107](#). P.L. 106-107 was enacted in November of that year to:

- Improve the effectiveness and performance of Federal financial assistance programs.
- Simplify Federal assistance application and reporting requirements.
- Improve the delivery of services to the public.
- Facilitate greater coordination among those responsible for delivering the services.

Today, Grants.gov is a central storehouse for information on over 1,000 grant programs and access to approximately \$400 billion in annual awards. By registering once on this site, your organization can apply for grants from the 26 Federal grant-making agencies.

○ [What is a Grant?](#)

○ [Who is Eligible for a Grant?](#)

○ [Success Stories and Awards](#)

Success stories, award nominations and testimonials.

○ [Grants.gov in the News](#)

Articles, press releases, milestones and events.

○ [Program Status](#)

Detailed information about our relationship with partner Federal agencies, financial contributions, grant opportunities, fiscal reports, planning strategies and statistics.

HUD Funding Announcements

Selected funding 2006 announcements made by the Bush Administration and Secretary Jackson.

- ▶ [Assisted Living Conversion Program for Eligible Multifamily](#)
- ▶ [Fair Housing Initiatives Program](#)
- ▶ [Healthy Homes and Lead Hazard Control grants](#)
- ▶ [Lead Hazard Reduction Demonstration](#)
- ▶ [Hispanic-Serving Institutions Assisting Communities \(HSIAC\)](#)
- ▶ [Historically Black Colleges and Universities Program \(HBCU\)](#)
- ▶ [HOPE VI](#)
- ▶ [Housing Choice Voucher Family Self-Sufficiency](#)
- ▶ [Housing Counseling](#)
- ▶ [Housing Opportunities for Persons with AIDS \(HOPWA\)](#)
- ▶ [Public Housing Family Self-Sufficiency](#)
- ▶ [Public Housing Neighborhood Networks](#)
- ▶ [ROSS Elderly Persons with Disabilities](#)
- ▶ [Rural Housing and Economic Development \(RHED\)](#)
- ▶ [Section 202 Demonstration](#)
- ▶ [Section 202 and Section 811](#)
- ▶ [Self-Help Homeownership Opportunity Program \(SHOP\)](#)
- ▶ [Tribal Colleges and Universities](#)
- ▶ [Youthbuild](#)

 [Information by State](#)

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View Other Funding Announcements

- ▶ [2005 Funding Announcements](#)
- ▶ [2004 Funding Announcements](#)
- ▶ [2003 Funding Announcements](#)
- ▶ [2002 Funding announcements](#)
- ▶ [2001 Funding announcements](#)
- ▶ [2000 Funding announcements](#)
- ▶ [1999 Funding Announcements](#)

www.fdncenter.org

Marked Grantmaker Records

**Adobe Systems Incorporated Corporate Giving Program
c/o Community Rels.**

345 Park Ave.

San Jose, CA 95110

Telephone: (408) 536-5163

FAX: (408) 537-4779

**Tel., FAX, and E-mail for North America Software Donation
Prog.--Education: tel.: (703) 836-2121, FAX: (866)**

531-6028, E-mail: adobeprogram@giftsinkind.org

Application address for International Software Donation

Prog.: Gifts in Kind Intl., 333 N. Fairfax St., Alexandria,

VA 22314, tel.: (703) 836-2121, FAX: (703) 549-1481,

E-mail: adobeprogram@giftsinkind.org

URL:

<http://www.adobe.com/aboutadobe/philanthropy/main.html>

Additional URL:

<https://adobeprograms.giftsinkind.org/default1.htm>http://www.techsoup.org/stock/Category.asp?catalog_name=TechSoupMain&category_name=Adobe&Page=1

Sponsoring company: Adobe Systems Incorporated

Type of grantmaker: Corporate giving program.

Purpose and activities: Adobe makes charitable contributions to nonprofit organizations involved with arts and culture, education, the environment, hunger, housing, community development, youth, senior citizens, disabled people, economically disadvantaged people, and homeless people. Special emphasis is directed toward programs designed to improve the quality of life for underserved populations in the community. Support is given primarily in southern Alameda County, San Francisco, southern San Mateo County, and Santa Clara County, CA, King County and Seattle, Washington, and Ottawa, Canada, and on a national and international basis for software donations. Grants and scholarships are made through the Adobe Foundation Fund at the Community Foundation Silicon Valley.

Program area(s): The grantmaker has identified the following area(s) of interest:

Commitment to Community: Adobe supports programs designed to create, promote, and exhibit visual arts,

multimedia, and video; reduce hunger and homelessness and provide affordable housing; protect the natural environment and improve public spaces for the enjoyment of the community; and improve access to electronic information for people with disabilities. Grants and scholarships are made through the Adobe Foundation Fund at the Community Foundation Silicon Valley. In 2005, the fund awarded \$3,240,792 for 116 grants and \$42,500 for scholarships.

International Software Donation Program: Adobe makes charitable contributions of software to K-12 schools and nonprofit organizations involved with K-12 education with programs designed to enable and inspire students to think creatively, communicate effectively, and work collaboratively by focusing on the use of digital technology and visual literacy and programs designed to promote and provide cultural awareness and arts education for the broader community; provide services for low-income families, with emphasis on reducing hunger and homelessness and providing affordable housing; protect the natural environment and improve public spaces for the enjoyment of the community; and improve access to electronic information for people with disabilities. Special emphasis is directed toward programs designed to focus on low-achieving, economically disadvantaged students and/or those who are not succeeding with traditional methods. The program is administered by Gifts in Kind International.

North America Software Donation Program--Education: Adobe makes charitable contributions of software to K-12 public schools with programs designed to enable and inspire students to think creatively, communicate effectively, and work collaboratively by focusing on the use of digital technology and visual literacy. The program is administered by Gifts in Kind International.

North America Software Donation Program--Nonprofit: Adobe makes charitable contributions of software to museums, zoos, libraries, and community centers and programs designed to promote cultural and ethnic awareness, folk arts, visual arts, performing arts, community theater, humanities, art exhibits, and community celebrations; provide arts education and arts service; provide instruction and training in publishing, film production, and broadcasting and conduct nonscientific studies and research and facilitate discussion groups, forums, panels, and lectures in these areas; assist people with disabilities; provide disaster preparedness services; promote inner-city and community benefit activities; serve

children in grades K-12 with digital technology training, with an emphasis on low-achieving, economically disadvantaged students and/or those who are not succeeding with traditional methods; promote conservation, environmental protection, and improvement of public spaces for the enjoyment of the community; provide housing services for young people, the elderly, and low- to medium-income individuals; supply money, goods, or services to the poor; and provide job training, counseling, referral services, and employment assistance to individuals. The program is administered by TechSoup.

Fields of interest: Aging; Arts; Arts education; Arts, cultural/ethnic awareness; Arts, folk arts; Arts, services; Australia; Canada; China; Community development; Disabilities, people with; Economically disadvantaged; Education; Elementary/secondary education; Environment; Environment, beautification programs; Environment, natural resources; Food services; France; Germany; Homeless; Hong Kong; Housing/shelter; Human services, emergency aid; Humanities; India; Ireland; Italy; Japan; Libraries/library science; Museums; Neighborhood centers; Performing arts; Performing arts, theater; Sweden; Taiwan; United Kingdom; Visual arts; Youth; Zoos/zoological societies.

Geographic focus: National; international

Types of support: Continuing support; Donated products; Employee matching gifts; Employee volunteer services; General/operating support; Program development; Scholarship funds; Scholarships--to individuals; Technical assistance; Use of facilities.

Limitations: Giving primarily in southern Alameda County, San Francisco, southern San Mateo County, and Santa Clara County, CA, King County and Seattle, Washington, and Ottawa, Canada; giving on a national basis and in Australia, Canada, China, France, Germany, Hong Kong, India, Ireland, Italy, Japan, Sweden, Taiwan, and the United Kingdom for software donations. No support for private foundations, political organizations, religious organizations not of direct benefit to the entire community, organizations with unlawful employment practices or discriminatory organizations, lobbying organizations, research or advocacy organizations, think-tanks not providing direct services to the end-beneficiary, information services organizations, or fraternal organizations, scholarship organizations, organizations whose clients are other nonprofit organizations, or medical service organizations not providing services to disabled

people; no North America Software Donations--Nonprofit or International Software Donations for organizations with an annual operating budget of over \$10 million; no International Software Donations for fundraising organizations located in China, Hong Kong, or Taiwan. No grants to individuals (except for scholarships), or for endowments; no software donations for raffles, door prizes, auctions, or other fundraising activities or individual awards.

Publications: Application guidelines; Corporate giving report.

Application information: Adobe Action Grants are one-time general operating and program development grants; grants range from \$5,000 to \$20,000; Adobe Community Investment Grants are multi-year cash, software, volunteer, and facility use grants. Support is limited to 1 contribution per organization during any given year for Adobe Action Grants. The company utilizes an invitation only Request For Proposal (RFP) process for Adobe Community Investment Grants; unsolicited requests are not accepted. Support is limited to 3 years in length for Adobe Community Investment Grants. Unsolicited requests for employee volunteer services from organizations located in San Francisco, CA, are not accepted. Software donations are limited to 4 individually titled software products or 1 bundled software package per organization during any given year. The Community Relations Department handles giving. A contributions committee reviews all requests for employee volunteer services. Application form required.

Requests for North America Software Donations--Education should include the school's accreditation documentation and a copy of the school's non-discrimination policy. Requests for International Software Donations should include nonprofit verification documentation or the school's accreditation documentation, a copy of the organization's non-discrimination policy, and an anti-piracy contract.

Initial approach: Complete online application form for Adobe Action Grants; download application form and mail or fax to headquarters for employee volunteer services; complete online application form at giftsinkind.org for North America Software Donation Program--Education

Copies of proposal: 1

Board meeting date(s): Quarterly for employee volunteer services

Deadline(s): Dec. 31, Mar. 31, June 30, and Sept. 30 for Adobe Action Grants; 8 weeks prior to need for employee

volunteer services

Final notification: Feb. 28, May 31, Aug. 31, and Nov. 30 for Adobe Action Grants; 1 month for software donations

Number of staff: 4 full-time professional.

Financial data: (yr. ended 12/02/05): Total giving, \$14,837,303; giving activities include \$7,334,440 for 1 grant, \$1,323,233 for 1,709 employee matching gifts and \$6,179,630 for 7,596 in-kind gifts.

Sponsoring company information:

Adobe Systems Incorporated

San Jose, CA

Company URL: <http://www.adobe.com>

Business activities: Develops, markets, and supports computer software products.

Financial profile for 2005: Number of employees,

5,734; assets, \$2,440,315,000; sales volume,

\$1,966,321,000; pre-tax net income, \$765,776,000

Fortune 1000 ranking: 2005-817th in revenues, 267th in profits, and 703rd in assets

Forbes 2000 ranking: 2005-1613th in sales, 671st in profits, and 1877th in assets

Corporate officers: Charles M. Geschke, Co-Chair.;

John E. Warnock, Co-Chair.; Bruce Chizen, C.E.O.; Shantanu

Narayan, Pres. and C.O.O.; Mark Garrett, Exec. V.P. and

C.F.O.; Karen O. Cottle, Sr. V.P., Genl. Counsel, and

Secy.; Melissa Dyr Dahl, Sr. V.P., Comms., and Mktg.;

Margaret B. Wynn, Sr. V.P., Human Resources.

Plants and/or Offices: Mountain View, CA; Santa Clara, CA; Seattle, WA.

Giving statement: Giving through the Adobe Systems Incorporated Corporate Giving Program.

AT&T Foundation

(formerly SBC Foundation)

130 E. Travis, Ste. 350

San Antonio, TX 78205

Telephone: (210) 351-2218

Contact: Laura Sanford, Pres.

FAX: (210) 351-2599

E-mail: sbcfdn@txmail.sbc.com

Additional tel.: (800) 591-9663

URL:

<http://att.sbc.com/gen/corporate-citizenship?pid=7736>

Donor(s): Southwestern Bell Corp.; SBC Communications Inc.; AT&T Inc.

Type of grantmaker: Company-sponsored foundation.

Background: Established in 1984 in MO; changed name to AT&T Foundation in 2005 following the merger of AT&T Corp. with SBC Communications Inc.

Purpose and activities: The foundation supports programs designed to enhance education by integrating new technologies and increasing learning opportunities; improve economic development through technology and local initiatives; provide vital assistance to key community-based organizations; support cultural institutions that make a community unique; and advance the goals and meet the needs of diverse populations.

Program area(s): The grantmaker has identified the following area(s) of interest:

Addressing Vital Community Needs: The foundation supports programs designed to deliver immediate relief; and provide long-term benefits to communities.

Advancing Community Development: The foundation supports programs designed to promote economic growth; and assist community-based organizations in serving the needs in their neighborhoods.

AT&T Excelerator Grant Program: Through the AT&T Excelerator Grant Program, the foundation awards grants to nonprofit organizations involved with arts and culture, education, health, human services, and community development to improve technology resources, including hardware, software, and networking tools; and help put technology tools into the hands of the communities they serve by providing resources such as Internet access, computer training, math and reading programs, and job skills development.

Diversity in the Community: The foundation supports programs designed to increase inclusion; and create opportunities for diverse populations.

Employee Matching Gifts: The foundation matches contributions made by employees of AT&T to nonprofit organizations.

Enhancing Unique Cultural Assets: The foundation supports programs designed to promote art groups and cultural assets that enhance the quality of life and inspire and educate entire communities.

Improving Education: The foundation supports programs designed to improve student achievement, teacher

preparedness, and minority student success; and increase the use of new technologies, from kindergarten to the university.

Fields of interest: Arts; Civil rights; Community development; Economic development; Education; Health care; Human services; Minorities.

Geographic focus: National

Types of support: Employee matching gifts; Employee-related scholarships; Management development/capacity building; Matching/challenge support; Program development; Scholarship funds; Seed money; Technical assistance.

Limitations: Applications not accepted. Giving primarily in areas of company operations; giving also to statewide, regional, and national organizations. No support for religious organizations not of direct benefit to the entire community, fraternal, veterans', or labor organizations not of direct benefit to the entire community, individual K-12 schools or districts, political organizations, disease-specific organizations, religious schools, or discriminatory organizations. No grants to individuals (except for employee-related scholarships), or for hospital general operating support, capital campaigns, endowments, general operating support for United Way-supported organizations, advertising, ticket or dinner purchases, sports programs or events or cause-related marketing, or political activities; no product or service donations.

Application information: Contributes only to pre-selected organizations.

Board meeting date(s): Twice per year

Officers and Directors:* James W. Cicconi,* Chair.; Laura Sanford, Pres.; Hal Rainbolt, V.P. and Secy.; Jon Klug, V.P. and Treas.; James D. Ellis; Karen E. Jennings; Richard G. Lindner; Forrest E. Miller; Randall L. Stephenson; Rayford Wilkins, Jr.

Number of staff: 5 full-time professional; 1 full-time support.

Financial data: (yr. ended 12/31/05): Assets, \$194,083,201 (M); expenditures, \$48,497,611; total giving, \$47,556,509; qualifying distributions, \$47,556,509; giving activities include \$47,556,509 for grants.

EIN: 431353948

Selected grants: The following grants were reported in 2005.

\$5,000,000 to National Council for Community and Education

Partnerships, DC, For GEAR UP, special grants program to provide supplemental educational grant opportunities targeting technological capacity building and academic enrichment programs.

\$2,389,854 to Scholarship America, Saint Peter, MN, For new recipient and renewal scholarship awards for SBC Foundation Scholarship Program.

\$1,752,836 to American Red Cross, National Headquarters, DC, For relief effort for Hurricane Katrina, to match employee contributions.

\$600,000 to United Way of Metropolitan Chicago, Chicago, IL, For annual support.

\$584,693 to United Way of the Bay Area, San Francisco, CA, For annual support.

\$250,000 to Old Spanish Missions, San Antonio, TX, For Las Misiones capital campaign to restore and preserve four historic San Antonio mission churches and establish permanent endowment fund for future restoration and preservation.

\$40,000 to Joint Center for Political and Economic Studies, DC, For Never Again Forum, in cooperation with National Policy Alliance, which will explore ways to ensure that emergency planning for future disasters, whether natural or man-made, is racially inclusive and take into account needs of entire affected populations.

\$20,000 to Clinton Association for Rights and Equality, Clinton, OK, For computer learning center to help minorities and low-income persons by providing safe environment with access to mentors and tutors for youth and adults for training programs needed to increase employment opportunities and stability.

\$20,000 to Tech Museum of Innovation, San Jose, CA, For Awards program.

\$20,000 to United Way, Lubbock Area, Lubbock, TX, For annual support.

Sponsoring company information:

AT&T Inc.

(formerly SBC Communications Inc.)

San Antonio, TX

Company URL: <http://www.att.com>

Business activities: Operates holding company; provides local, wireless, long distance, and Internet telephone communications services; publishes telephone directories; provides satellite television services.

Financial profile for 2005: Number of employees, 189,950; assets, \$145,632,000,000; sales volume,

\$43,862,000,000; pre-tax net income, \$5,718,000,000
Fortune 1000 ranking: 2005-39th in revenues, 28th in profits, and 30th in assets
Forbes 2000 ranking: 2005-109th in sales, 63rd in profits, and 107th in assets

Corporate officers: Edward E. Whiteacre, Jr., Chair. and C.E.O.; Randall Stephenson, Sr. Exec. V.P. and C.F.O.; James D. Ellis, Sr. Exec. V.P. and Genl. Counsel; Karen E. Jennings, Sr. Exec. V.P., Human Resources and Comms.; E. Joy Rick, V.P. and Secy.; Michael J. Viola, V.P. and Treas.

Subsidiaries and/or Divisions: AT&T Corp., Bedminster, NJ; Cingular Wireless LLC, Atlanta, GA; Michigan Bell Telephone Company, Detroit, MI; Pacific Telesis Group, San Francisco, CA; SBC Teleholdings, Inc., Chicago, IL; Southern New England Telecommunications Corporation, New Haven, CT; Southwestern Bell Telephone, L.P., San Antonio, TX; Southwestern Bell Yellow Pages, Inc., St. Louis, MO.

Plants and/or Offices: Washington, DC.

Giving statement: Giving through a corporate giving program and a foundation.

Best Buy Children's Foundation

7601 Penn Ave. S.

Richfield, MN 55423-3645

FAX: (612) 292-4001

Application address: P.O. Box 9448, Minneapolis, MN 55440-9448

URL: <http://www.bestbuy.com/communityrelations>

Donor(s): Best Buy Co., Inc.

Type of grantmaker: Company-sponsored foundation.

Background: Established in 1994 in MN.

Purpose and activities: The foundation supports programs designed to engage children through the use of interactive technology.

Fields of interest: Boys & girls clubs;

Children/youth, services; Education.

Geographic focus: National

Types of support: Capital campaigns; Curriculum development; Employee volunteer services; Program development; Scholarship funds; Scholarships--to individuals.

Limitations: Giving on a national basis. No support for labor organizations, fraternal organizations or social clubs, religious organizations, or local affiliates of national organizations. No grants to individuals (except for scholarships), or for travel, general operating support, or treatment or residential programs; no in-kind gifts.

Publications: Application guidelines.

Application information: Application form required.

Applicants should submit the following:

- 1) timetable for implementation and evaluation of project**
- 2) statement of problem project will address**
- 3) copy of IRS Determination Letter**
- 4) copy of most recent annual report/audited financial statement/990**
- 5) how project's results will be evaluated or measured**
- 6) listing of board of directors, trustees, officers and other key people and their affiliations**
- 7) detailed description of project and amount of funding requested**
- 8) listing of additional sources and amount of support**

Initial approach: Download application form and mail to foundation

Copies of proposal: 1

Board meeting date(s): Jan., Apr., July, and Oct.

Deadline(s): Feb. 1, May 1, Aug. 1, and Nov. 1

Final notification: 4 months

Officers and Directors:* Richard M. Schulze,* Chair.; Susan S. Hoff,* Pres.; David P. Berg,* Secy.; Bradbury H. Anderson; Ruby Anik; Allen U. Lenzmeier; Tim D. McGeehan; John R. Thompson; Barbara J. VanLoenen; Jack Welch.

Number of staff: 1 full-time professional.

Financial data: (yr. ended 03/01/05): Assets, \$6,817,549 (M); gifts received, \$9,118,439; expenditures, \$15,419,954; total giving, \$13,984,888; qualifying distributions, \$13,984,888; giving activities include \$13,984,888 for 370 grants (high: \$2,285,000; low: \$16).

EIN: 411784382

Selected grants: The following grants were reported in 2005.

\$2,360,000 to Scholarship America, Saint Peter, MN for 2 grants: \$2,285,000 (For National Partnership Grant), \$75,000 (For National Partnership Grant).

\$1,324,026 to Junior Achievement, National, Colorado Springs, CO, For National Partnership Grant.

\$750,000 to Ball State University, Muncie, Indiana, For

National Partnership Grant.

\$500,000 to American Red Cross, National Headquarters, DC for 2 grants: \$400,000 (For National Partnership Grant),

\$100,000 (For Community Partnership Grant).

\$250,000 to Marine Toys for Tots Foundation, Quantico, VA, For National Partnership Grant.

\$220,000 to MOUSE, New York, NY, For National Partnership Grant.

\$140,000 to Junior Achievement of New York, New York, NY, For National Partnership Grant.

\$100,000 to Chicanos Latinos Unidos En Servicios (CLUES), Saint Paul, MN, For Twin City Metro Hometown grant.

Sponsoring company information:

Best Buy Co., Inc.

Richfield, MN

Company URL: <http://www.bestbuy.com>

Business activities: Operates consumer electronics, home office equipment, entertainment software, and appliance stores; provides Internet shopping services.

Financial profile for 2006: Number of employees,

128,000; assets, \$11,864,000,000; sales volume,

\$30,848,000,000; pre-tax net income, \$1,721,000,000

Fortune 1000 ranking: 2005-76th in revenues, 172nd in profits, and 324th in assets

Forbes 2000 ranking: 2005-179th in sales, 385th in profits, and 902nd in assets

Corporate officers: Richard M. Schulze, Chair.;

Bradbury Anderson, Vice-Chair. and C.E.O.; Brian Dunn,

Pres. and C.O.O.; Darren Jackson, Exec. V.P. and C.F.O.;

Robert Willet, Exec. V.P., Opers.; Marc D. Gordon, C.I.O.;

Ryan D. Robinson, Sr. V.P., Finance, and Treas.;

Joseph Joyce, Sr. V.P. and Genl. Counsel.

Subsidiaries and/or Divisions: Magnolia Hi-Fi, Inc.,

Kent, WA.

Giving statement: Giving through a foundation.

Cisco Systems Foundation

170 W. Tasman Dr.

San Jose, CA 95134-1706

E-mail: cisconfoundation@cisco.com

E-mail for product donations:

dicountech_cisco@techsoup.org

URL: <http://www.cisco.com/go/foundation>

Donor(s): Cisco Systems, Inc.

Type of grantmaker: Company-sponsored foundation.

Background: Established in 1997 in CA.

Purpose and activities: The foundation supports organizations involved with arts education, education, health, hunger, housing, and human services.

Program area(s): The grantmaker has identified the following area(s) of interest:

Employee Matching Gifts Program: The foundation matches contributions made by part-time and full-time employees of Cisco Systems to nonprofit organizations.

San Jose Impact Grant Program: Through the San Jose Impact Grant Program, the foundation supports organizations located within 50 miles of San Jose, California, with programs designed to provide K-12 educational enrichment; provide vocational education for adults; promote arts in education; provide community services; provide shelter and food; and promote health. Grants range from \$10,000 to \$15,000.

Fields of interest: Adult/continuing education; Arts education; Education; Elementary/secondary education; Food services; Health care; Housing/shelter; Human services; Vocational education.

Geographic focus: California

Types of support: Continuing support; Employee matching gifts; General/operating support.

Limitations: Giving primarily in CA. No support for religious or sectarian organizations. No grants to individuals, or for capital campaigns, start-up needs, research, athletic events, fundraising events, conferences, seminars, or field trips.

Publications: Annual report; Financial statement; Grants list; IRS Form 990-PF.

Application information: Support is limited to 1 contribution per organization during any given year for 3 years for San Jose Impact Grants. Multi-year funding is not automatic. Organizations receiving San Jose Impact Grants are asked to provide periodic progress reports. Application form required.

Initial approach: Complete online application form

Deadline(s): Mar. 15 to Apr. 30 and Oct. 15 to Nov. 30 for San Jose Impact Grants

Officer: Michael Yutzenka, Exec. Dir.

Trustees: Larry R. Carter; John T. Chambers; Duncan Mitchell; John P. Morgridge; Tae Yao.

Financial data: (yr. ended 07/31/05): Assets, \$104,695,664 (M); expenditures, \$11,615,924; total giving, \$10,573,753; qualifying distributions, \$10,795,228; giving activities include \$5,147,688 for 181 grants (high: \$499,379; low: \$2,550) and \$5,426,065 for 25 employee matching gifts.

EIN: 770443347

Selected grants: The following grants were reported in 2005.

\$499,379 to Community Voice Mail National Office, Seattle, WA, For Unity Project.

\$469,640 to Save the Children Federation, Westport, CT, For U.S. Programs Rural Education Initiative/Cisco Center for Technological Excellence.

\$308,000 to City Year, Boston, MA, For program support.

\$250,000 to Acumen Fund, New York, NY, For Scaling Successful Approaches for the Bottom of the Pyramid.

\$250,000 to Digital Opportunity Trust, Ottawa, Canada, For global netcorps program.

\$250,000 to Network for Good, Vienna, VA, For enhancing nonprofits' adoption of online tools.

\$200,000 to Habitat for Humanity International, Americus, GA, For Cisco Tsunami Rebuilding grant.

\$15,000 to Bay Area School Reform Collaborative, San Francisco, CA, For Leadership Networks.

\$15,000 to United InnoWorks Academy, Potomac, MD, For National InnoWorks Mentor Training Summit.

\$12,000 to Next Door Solutions to Domestic Violence, San Jose, CA, For Youth and Children's Services.

Sponsoring company information:

Cisco Systems, Inc.

San Jose, CA

Company URL: <http://www.cisco.com>

Business activities: Manufactures and provides Internet network hardware and software equipment and solutions.

Financial profile for 2006: Number of employees, 49,926; assets, \$43,315,000,000; sales volume, \$28,484,000,000

Fortune 1000 ranking: 2005-83rd in revenues, 22nd in profits, and 120th in assets

Forbes 2000 ranking: 2005-206th in sales, 52nd in profits, and 394th in assets

Corporate officers: John P. Morgridge, Chair.; Donald T. Valentine, Vice-Chair.; John T. Chambers, Pres. and C.E.O.; Dennis D. Powell, Sr. V.P. and C.F.O.; Brad Boston,

Sr. V.P. and C.I.O.; Larry R. Carter, Sr. V.P., Admin.;
Randy Pond, Sr. V.P., Oper.; **Kate D'Camp, Sr. V.P., Human**
Resources; **Peter Solvik, Sr. V.P., Inf. Systems;** **Mark**
Chandler, V.P., Genl. Counsel, and Secy.; **Betsy Rafael,**
V.P. and Cont.; **Jere King, V.P., Corp. Comms.;** **Christine**
Hemrick, V.P., Tech.

Giving statement: Giving through a corporate giving
program and a foundation.

Bill & Melinda Gates Foundation
(formerly William H. Gates Foundation)
P.O. Box 23350
Seattle, WA 98102
Telephone: (206) 709-3100
Contact: Grant Inquiry Coord.
FAX: (206) 709-3180
E-mail: info@gatesfoundation.org
URL: <http://www.gatesfoundation.org>

Donor(s): William H. Gates III; Melinda French Gates;
Warren E. Buffett.

Type of grantmaker: Independent foundation.

Background: Established in 1994 in WA; name changed in
Aug. 1999. The Gates Learning Foundation merged into the
foundation Jan. 1, 2000; May 1, 2006 the foundation
reorganized its grantmaking programs; In 2006, Warren
Buffett pledged a significant portion of his Berkshire
Hathaway Inc. stock (valued at \$31 billion) to the Bill &
Melinda Gates Foundation to be paid out on a yearly basis.
The annual giving of the foundation is expected to rise
sharply in the immediate future as a result; The foundation
is restructuring and has decided to create a separate
organization, the Bill & Melinda Gates Foundation Trust, to
oversee the foundation's assets in 2007. Its eventual
closure is planned for 50 years after the deaths of its
three current trustees - Bill and Melinda Gates, and Warren
Buffett.

Purpose and activities: Guided by the belief that
every life has equal value, the Bill & Melinda Gates
Foundation works to reduce inequities and improve lives
around the world. In developing countries, it focuses on
improving health, reducing extreme poverty, and increasing
access to technology in public libraries. In the United

States, the foundation seeks to ensure that all people have access to a great education and to technology in public libraries. In its local region, it focuses on improving the lives of low-income families.

Program area(s): The grantmaker has identified the following area(s) of interest:

Global Development Program: This program will explore new areas of giving that offer the potential to reduce the tremendous inequities associated with extreme poverty. Two of these efforts, Agricultural Development and Financial Services for the Poor, are ready to become portfolios that will implement expanded grantmaking strategies.

Additionally, this program will include Global Development Advocacy, Special Initiatives (including Water, Sanitation, and Hygiene), and International Libraries. The goal of the International Libraries initiative is to make sure that all people can access knowledge tools through no-cost access to information technology in public libraries. To date, the foundation has worked with public libraries in Canada, Chile, Mexico, and the United Kingdom. Building on the success of these programs, the foundation plans to expand its international partnerships to help other countries provide this valuable service.

Global Health Program: The mission of the program is to ensure that people in the developing world have the same chance for good health as people in the developed world. Its portfolios include Global Health Strategies, Infectious Diseases, Global Health Technologies, Global Health Advocacy, and Special Initiatives. The foundation sees a tremendous opportunity to save millions of lives through the development and distribution of health tools and strategies - some new, some already in use. The program supports a wide variety of work united by the goal of reducing inequities in health: 1) **Priority Diseases and Conditions:** Health issues that cause relatively few problems in developed countries continue to spread sickness and death in poorer regions of the world. The foundation concentrates its support on efforts to prevent and treat these diseases and conditions. These diseases include HIV, Tuberculosis, Reproductive Health, and Avahan (the foundation's HIV program in India). 2) **Breakthrough Science:** For each of the priority diseases and conditions, the foundation supports scientific research to develop new and better tools for preventing and treating disease. 3) **Other Initiatives:** To make a difference, new tools and strategies for better health must be available to those who

need them most. The foundation supports projects that help finance, test, deliver, and sustain access to health interventions. The foundation also supports locally developed programs to improve community health, and issues discretionary grants for emergency relief during extraordinary events.

Matching Gifts Program: The foundation matches the monetary gifts of its employees to charitable organizations.

U.S. Program: This program will focus on addressing major inequities in the United States. A core component of the U.S. Program is the Education portfolio, which is to ensure that all American children are ready for college, work, and citizenship. Areas include: 1) **Increasing U.S. Graduation and College-Readiness Rates:** The foundation is committed to significantly increasing the high school graduation rate for all students and increasing the percentage of students who graduate prepared for college. 2) **Scholarship Programs:** The foundation is dedicated to reducing financial obstacles that prevent many students from fulfilling their potential. Scholarship programs include the Washington State Achievers Scholarship Program, Gates Millennium Scholars Program, Gates Public Service Law Scholarship Program, and Gates Cambridge Scholars Program. 3) **Research and Evaluation:** Research and evaluation are essential components of the foundation's work in education which includes the Early Learning initiative in Washington state. The U.S. Program will also include the former Pacific Northwest Program. The foundation works to improve the lives of at-risk children and families in the Pacific Northwest. Through its local giving programs, the foundation supports nonprofit organizations in Washington state and the greater Portland area. The focus is on three giving areas: 1) **Community Access to Technology (CAT):** The CAT program is designed to assist nonprofits in Washington state deliver access to information technologies to state residents. 2) **Community Grants:** The foundation supports nonprofit organizations in Washington state and the greater Portland area that provide direct human services to economically vulnerable children and families including: domestic violence prevention, parenting programs, child care, job training, mental health services, after-school programs, and more. 3) **Sound Families:** The foundation has committed \$40 million to establish the Sound Families program, an initiative to develop new transitional housing facilities and expand support services for homeless

families, or families in danger of becoming homeless, in Washington state's King, Pierce, and Snohomish counties. Additionally, the U.S. Program will focus attention on U.S. Program Advocacy, Special Initiatives, and U.S. Libraries. The focus of U.S. Libraries is to increase access to technology for residents in low-income and disadvantaged communities through partnerships with public libraries in the United States. Areas include: 1) U.S. Library Program: Since 1997, the U.S. Library Program has committed \$250 million to increase access to technology by funding 47,000 computers in nearly 11,000 public libraries in all 50 states, the District of Columbia and territories. Now that nearly every library offers public access to computers and the Internet, the foundation is partnering with the public library community to help keep libraries open, increase trained staff and maintain Internet connectivity. 2) Native American Access to Technology.

Fields of interest: Africa; AIDS; Asia; Education; Europe; Health care; Human services; International development; Libraries/library science; Nutrition; Public health; Reproductive health, family planning; South America; Telecommunications, electronic messaging services.

Geographic focus: National; international

Types of support: Annual campaigns;

Building/renovation; Capital campaigns; Continuing support; Employee matching gifts; General/operating support; In-kind gifts; Matching/challenge support; Program development; Program-related investments/loans; Publication; Research; Scholarship funds; Technical assistance.

Limitations: Giving on a national and international basis to support initiatives in health and learning; the foundation also supports community giving in the Pacific Northwest. No support for religious purposes. No grants to individuals.

Publications: Annual report; Application guidelines; Financial statement; Grants list; Informational brochure; Newsletter; Occasional report; Program policy statement.

Application information: Review funding guidelines and eligibility overview on foundation's Web site before initial contact with foundation; proposals should not be submitted without prior invitation by the foundation.

Application form not required. Applicants should submit the following:

1) copy of IRS Determination Letter

Initial approach: Letter of inquiry (not exceeding 2 pages

and only accepted in Global Health and Pacific Northwest giving programs); submit formal funding proposal upon invitation from foundation

Deadline(s): None

Final notification: 6-8 weeks

Officers and Trustees:* Melinda French Gates,* Co-Chair.; William H. Gates III,* Co-Chair.; William H. Gates, Sr., Co-Chair.; Patricia Q. Stonesifer, C.E.O.; Cheryl Scott, C.O.O.; Allan C. Golston, Pres., U.S. Prog.; Sylvia M. Mathews, Pres., Global Devel. Prog.; Tadataka Yamada, Pres., Global Health Prog.; Connie Collingsworth, Genl. Counsel; Warren E. Buffett.

Number of staff: 260 full-time professional; 6 part-time professional; 68 full-time support.

Financial data: (yr. ended 12/31/05): Assets, \$29,153,508,829 (M); gifts received, \$357,602,750; expenditures, \$1,768,043,736; total giving, \$1,356,250,292; qualifying distributions, \$1,484,020,392; giving activities include \$1,355,371,860 for 957 grants (high: \$150,000,000; low: \$75), \$878,432 for 460 employee matching gifts and \$37,919,314 for foundation-administered programs.

EIN: 911663695

Selected grants: The following grants were reported in 2005.

\$186,541,084 to Program for Appropriate Technology in Health (PATH), Seattle, WA for 4 grants: \$107,626,290 (For clinical development of RTS,S, malaria vaccine, payable over 6 years), \$75,000,000 (For Pneumococcal Vaccine Solutions, portfolio of pneumococcal vaccine projects, payable over 5 years), \$2,917,213 (To accelerate access to safe and effective microbicides, payable over 3 years), \$997,581 (To accelerate access to HPV vaccines in developing countries).

\$100,000,000 to Medicines for Malaria Venture, Geneva, Switzerland, To further develop and accelerate antimalarial discovery and development projects, payable over 5 years.

\$60,000,000 to Save the Children Federation, Westport, CT, To test and evaluate critical set of newborn health care tools and technologies, payable over 6 years.

\$58,003,043 to United Negro College Fund, Fairfax, VA, For graduate scholarships in Public Health in Gates Millennium Scholars program.

\$40,000,000 to Lakeside School, Seattle, WA, For endowment campaign, payable over 5 years.

\$450,000 to Give2Asia, San Francisco, CA, To disseminate AIDS prevention messages to Chinese public.

\$180,000 to Atlanta-Fulton Public Library, Atlanta, GA, To provide sustainable public access computer hardware and software upgrades, payable over 3 years.

Gifts In Kind International
333 N. Fairfax St.
Alexandria, VA 22314-2632
Telephone: (703) 836-2121
Contact: Judy Mercadal Ewing, V.P., Charity Svcs.
FAX: (703) 549-1481
E-mail: jmercadal@giftsinkind.org
URL: <http://www.giftsinkind.org>

Type of grantmaker: Public charity.
Background: Founded in 1984 in VA.
Purpose and activities: The organization assists companies to effectively and efficiently donate top quality products and services to nonprofit organizations worldwide. Contributions include office equipment and supplies, computers and software, building materials including construction materials, appliances, fixtures, and furniture, products for youth programs such as arts and crafts supplies, books, computers labs, and recreational supplies and equipment, and items such as clothing and personal care products used by shelters, nursing homes, and similar facilities.
Fields of interest: Arts; Asia; Canada; Community development; Education; Employment, retraining; Engineering/technology; Environment; Europe; Health care; Human services; Latin America; Mexico; Philanthropy/voluntarism; Southern Africa; Youth development.
Geographic focus: National; international
Types of support: Building/renovation; Equipment; In-kind gifts.
Limitations: Giving worldwide, specifically in the U.S., Canada, Europe, Asia, the Pacific, Mexico, Latin America, and South Africa. No support for for-profit organizations. No grants to individuals.
Publications: Annual report; Application guidelines; Financial statement; Informational brochure (including application guidelines).
Application information: Charities select needed

products through weekly notice, monthly update, and quarterly catalog; year-round giving; nominal membership fee. Application form required.

Initial approach: Letter (including SASE), fax, or e-mail

Board meeting date(s): May and Nov.

Deadline(s): None

Officer and Directors: * Thomas Dowling, * Chair.; Gail Aldrich; Paula W. Baker; Alan Benjamin; Margaret Butler; Sylvia Clark; Richard Lupfer; Katherine T. Mance; David S. Martin; Mike Panetla; and 11 additional directors.

Number of staff: 43 full-time professional.

Financial data: (yr. ended 12/31/05): Revenue, \$581,480,186; assets, \$73,418,745 (M); gifts received, \$577,427,739; expenditures, \$587,167,018; total giving, \$581,653,516; program services expenses, \$585,671,738; giving activities include \$35,000 for 4 grants (high: \$10,000; low: \$5,000) and \$581,618,516 for in-kind gifts.

EIN: 541282616

IBM International Foundation
(formerly IBM South Africa Projects Fund)
New Orchard Rd.
Armonk, NY 10504-1709
Telephone: (914) 765-1900
E-mail: phdfellow@us.ibm.com
URL: <http://www.ibm.com/ibm/ibmgives/>

Donor(s): International Business Machines Corp.
Type of grantmaker: Company-sponsored foundation.
Background: Established in 1985 in NY.
Purpose and activities: The foundation supports organizations involved with arts and culture, education, the environment, health, human services, civic affairs, and science and technology. Special emphasis is directed toward programs designed to promote childhood education.
Program area(s): The grantmaker has identified the following area(s) of interest:
Employee Matching Gifts: The foundation matches contributions made by employees of IBM to institutions of higher learning and organizations involved with arts and culture, the environment, and health.
IBM Fellowship Grants: The foundation awards

fellowships to students pursuing Ph.D's in engineering and computer sciences.

KidSmart Early Learning Program: The foundation supports programs designed to enable young children to achieve a head start in their education.

Latin America Basic Education Initiative: The foundation supports programs designed to promote childhood education in Latin American countries.

Reinventing Education: The foundation supports programs designed to reinvent education by creating learning villages and expanding e-mentoring.

Try Science: The foundation supports programs designed to train teachers and construct kiosks for software delivery.

Fields of interest: Aging, centers/services; Arts; Education; Education, early childhood education; Environment; Health care; Higher education; Human services; Public health; Science.

Geographic focus: National; international

Types of support: Employee matching gifts; Fellowships; General/operating support; Program development.

Limitations: Giving on a national and international basis. No support for fraternal, labor, political, or religious organizations or private or parochial schools. No grants to individuals (except for fellowships), or for scholarships, capital campaigns, fundraising, construction or renovation projects, chairs, endowments, conferences, symposia, or sports competitions.

Publications: Application guidelines; Informational brochure.

Application information: Proposals should be no longer than 2 pages. Application form not required. Applicants should submit the following:

- 1) statement of problem project will address**
- 2) copy of IRS Determination Letter**
- 3) brief history of organization and description of its mission**
- 4) how project's results will be evaluated or measured**
- 5) descriptive literature about organization**
- 6) detailed description of project and amount of funding requested**
- 7) copy of current year's organizational budget and/or project budget**
- 8) listing of additional sources and amount of support**

Initial approach: Proposal

Copies of proposal: 1

Deadline(s): None

Officers and Directors:* Samuel J. Palmisano,* Chair.;
Abby F. Kohnstamm,* Vice-Chair.; Stanley S. Litow,* Pres.;
Paula W. Baker, V.P.; A. Bonzani, Secy.; Richard Obetz,
Treas.; Richard J. Carroll, Cont.; Mark Loughridge; Robin
G. Willner.

Number of staff: 1 full-time professional.

Financial data: (yr. ended 12/31/04): Assets,
\$164,195,806 (M); gifts received, \$8,175,000; expenditures,
\$11,918,255; total giving, \$10,505,172; qualifying
distributions, \$11,054,279; giving activities include
\$1,597,710 for grants, \$1,632,437 for grants to individuals
and \$7,275,025 for employee matching gifts.

EIN: 133267906

Sponsoring company information:

International Business Machines Corporation
(also known as IBM)

Armonk, NY

Company URL: <http://www.ibm.com>

Business activities: Manufactures information
technology products; provides business and technology
services; provides consulting services.

Financial profile for 2005: Number of employees,
329,373; assets, \$105,748,000,000; sales volume,
\$91,134,000,000; pre-tax net income, \$12,226,000,000
Fortune 1000 ranking: 2005-10th in revenues, 16th in
profits, and 46th in assets

Forbes 2000 ranking: 2005-21st in sales, 30th in profits,
and 144th in assets

Corporate officers: Samuel J. Palmisano, Chair.,
Pres., and C.E.O.; John M. Thompson, Vice-Chair.; John R.
Joyce, Sr. V.P. and C.F.O.; Edward M. Lineen, Sr. V.P. and
Genl. Counsel; Jon C. Iwata, Sr. V.P., Comm.; Bruce
Harreld, Sr. V.P., Mktg.; J. Randall MacDonald, Sr. V.P.,
Human Resources; Nicholas M. Donofrio, Sr. V.P., Tech.;
Daniel E. O'Donnell, V.P. and Secy.; Jesse J. Greene, Jr.,
V.P. and Treas.

Subsidiaries and/or Divisions: IBM Credit Corp., White
Plains, NY; Lotus Development Corporation, Cambridge, MA.

Giving statement: Giving through the IBM Center for
The Business of Government, the IBM Corporate Giving
Program, the Candle Foundation, and the IBM International
Foundation.

Intel Foundation

5200 N.E. Elam Young Pkwy., AG6-601

Hillsboro, Oregon 97124-6497

Contact: Lisa Siewert, Admin.

FAX: (503) 456-1539

E-mail: intel.foundation@intel.com

URL: <http://www.intel.com/community/index.htm>

Donor(s): Intel Corp.; Intel Capital Corp.

Type of grantmaker: Company-sponsored foundation.

Background: Established in 1988 in OR.

Purpose and activities: The foundation supports organizations involved with education. Special emphasis is directed toward programs designed to advance math, science, and technical education; improve the effective utilization of technology in classroom teaching; broaden access to technology; and increase the number of people, especially women and minorities, pursuing technical careers.

Program area(s): The grantmaker has identified the following area(s) of interest:

Employee Matching Gift Program: The foundation matches contributions made by employees, directors, retirees, and the spouses of employees and retirees of Intel to educational institutions on a one-for-one basis from \$25 to \$10,000 per contributor, per year.

Intel and Higher Education: The foundation supports programs designed to promote breakthroughs in teaching; further technology and research development; and strengthen relationships among faculty, students, and industry. The foundation also awards fellowships to outstanding engineering and computer science students.

Intel Volunteer Matching Gifts Program: The foundation awards grants to educational institutions with which employees of Intel volunteer at least 20 hours.

Fields of interest: African Americans/Blacks; Education; Elementary/secondary education; Engineering school/education; Higher education; Hispanics/Latinos; Mathematics; Minorities; Native Americans/American Indians; Science; Women.

Geographic focus: Arizona; California; Colorado; Massachusetts; New Mexico; Oregon; Texas; Utah; Washington

Types of support: Curriculum development; Employee matching gifts; Employee volunteer services; Fellowships;

General/operating support; Program development; Research; Scholarship funds.

Limitations: Applications not accepted. Giving primarily in Phoenix, AZ, Folsom and Santa Clara, CA, Colorado Springs, CO, Hudson, MA, Albuquerque, NM, Portland, OR, Austin, TX, Riverton, UT, and Dupont, WA; giving also to national organizations. No support for religious, sectarian, fraternal, or political organizations, arts or health care organizations, private schools, or sports teams. No grants to individuals (except for fellowships), or for endowments, capital campaigns, general fund drives, annual campaigns, fundraising events, sporting events, travel or tours, or equipment.

Publications: Corporate giving report.

Application information: Contributes only to pre-selected organizations.

Board meeting date(s): Semiannually

Officers and Directors:* Craig R. Barrett,* Chair.; Brenda Musilli, Pres.; Patty Murray,* Secy.; Leslie Culbertson,* Treas.; Wendy Hawkins,* Exec. Dir.; Christian Morales.

Number of staff: 1 part-time professional; 1 full-time support.

Financial data: (yr. ended 12/31/05): Assets, \$77,744,647 (M); gifts received, \$35,000,048; expenditures, \$43,414,316; total giving, \$43,102,949; qualifying distributions, \$43,105,616; giving activities include \$40,360,672 for 1,618 grants (high: \$1,813,947; low: \$50) and \$2,742,277 for 1,837 employee matching gifts.

EIN: 943092928

Selected grants: The following grants were reported in 2004.

\$2,460,000 to Science Service, DC for 2 grants: \$1,450,000 (For Intel International Science and Engineering Fairs (Intel ISEF)), \$1,010,000 (For Intel International Science and Engineering Fairs (Intel ISEF)).

\$1,404,324 to United Way, Valley of the Sun, Phoenix, AZ.

\$1,041,769 to United Way.

\$1,000,000 to Education Development Center, Newton, MA, For evaluation.

\$1,000,000 to Institute of Computer Technology, Sunnyvale, CA for 2 grants: \$500,000 each (For Intel Teach To the Future (TTF) program).

\$44,692 to Arizona State University, Tempe, AZ, For Intel International Science and Engineering Fairs (Intel ISEF).

\$40,694 to United Way of Pierce County, Tacoma, WA.

\$30,000 to Bernalillo Public Schools, Bernalillo, NM.

Sponsoring company information:

Intel Corporation

Santa Clara, CA

Company URL: <http://www.intel.com>

Business activities: Manufactures and develops semiconductor chips, boards, systems, and software.

Financial profile for 2005: Number of employees, 99,900; assets, \$48,314,000,000; sales volume, \$38,826,000,000; pre-tax net income, \$12,610,000,000

Fortune 1000 ranking: 2005-49th in revenues, 12th in profits, and 84th in assets

Forbes 2000 ranking: 2005-130th in sales, 24th in profits, and 291st in assets

Corporate officers: Craig R. Barrett, Chair.; Paul S. Otellini, Pres. and C.E.O.; Andy D. Bryant, Sr. V.P. and C.F.O.; F. Thomas Dunlap, Jr., V.P., Genl. Counsel, and Secy.; Arvind Sodhani, V.P. and Treas.; Patrick S. Jones, V.P., Finance, and Corp. Cont.; Patty Murray, V.P., Human Resources.

Plants and/or Offices: Livermore, CA; Boca Raton, FL; Mount Prospect, IL; Rio Rancho, NM; Hillsboro, Oregon.

Giving statement: Giving through a corporate giving program and a foundation.

The Kresge Foundation

3215 W. Big Beaver Rd.

Troy, MI 48084

Telephone: (248) 643-9630

Contact: Richard "Rip" Rapson, C.E.O. and Pres.

FAX: (248) 643-0588

E-mail: info@kresge.org

URL: <http://www.kresge.org>

Donor(s): Sebastian S. Kresge+.

Type of grantmaker: Independent foundation.

Background: Incorporated in 1924 in MI.

Purpose and activities: The foundation seeks to strengthen nonprofit organizations by catalyzing their growth, connecting them to their stake holders, and challenging greater support through grants. The foundation believes that strong, sustainable, high capacity organizations are positioned to achieve their missions and

strengthen communities. Grants are awarded to nonprofit organizations operating in the fields of education, health and long-term care, human services, arts and humanities, public affairs, and science, nature, and the environment.

Program area(s): The grantmaker has identified the following area(s) of interest:

Bricks and Mortar: This is a program to help build facilities and to challenge private giving. The foundation believes a challenge grant toward an organization's capital project does more than just build a building or reward good programs. It presents an opportunity to build institutional capacity by helping an organization broaden and deepen its base of support from the private sector and to encourage volunteer involvement in the fundraising effort and beyond. The foundation has no predetermined grant budget by category, geography, or type of project; however, few international grants are awarded. Eligible products include: 1) construction of facilities; 2) renovation of facilities; 3) purchase of major equipment or an integrated system at a cost of at least \$300,000 (equipment costs may include computer software expenses, if applicable); and 4) purchase of real estate. See the foundation's Web site for additional application information.

Detroit Initiative: The foundation will encourage and invite the Detroit community to develop programs and projects that help revitalize the city, especially the downtown core area; leverage funding and program resources; maximize leadership capabilities and promote major individual giving to Detroit nonprofit organizations; develop and support collaboration; and strengthen the nonprofit sector operating programs that foster Detroit as a destination city for health care, social services, education, and cultural activities and entertainment.

Employee Matching Gifts: The foundation matches the monetary gifts of its employees to charitable organizations.

Green Building Initiative: The initiative was launched to encourage nonprofit leaders to examine their planning and design processes so that they can assess the environmental impact of their facilities - and the foundation is adding the incentive of planning and bonus grants that are available on a limited basis. The foundation is also making available a series of educational materials designed for nonprofits to help them understand the green approach and consider it next time they build. In order to support in-depth learning about green building,

the foundation is sponsoring green building workshops designed for nonprofit organization executives interested in the subject. See foundation's Web site for additional guidelines and information.

HBCU Initiative: The Kresge HBCU (Historically Black Colleges and Universities) Initiative is designed to strengthen advancement efforts at historically black colleges and universities. The five participating educational institutions are: Bethune-Cookman College, Dillard University, Xavier University, Johnson C. Smith University, and Meharry Medical College. The ultimate goal of the initiative is to strengthen HBCUs by increasing ongoing and additional funding sources available to them. The objectives of the initiative are to: 1) Support and expand the field of professional advancement officers available to HBCUs; 2) Ensure the availability of the technology necessary for an effective advancement function; 3) Help HBCUs reduce dependence on government and categorical funding programs; 4) Support HBCU presidential leadership as it pertains to the advancement function; 5) Help to strengthen HBCUs advancement capabilities as it relates to all aspects of alumni relations; 6) Strengthen the role of trustees at HBCUs in gaining support for their institution and in increasing their own personal giving; 7) Coordinate programmatic and technical assistance activities with other related initiatives and funders to enhance outcomes. The five selected colleges and universities will receive grant support for training, technical assistance, staffing, and technology based on the goals and plan they have developed. In addition, there will be a special program designed to develop future advancement leaders, a Peer Modeling Program for vice presidents, and an annual conference for the presidents and senior advancement professionals from all HBCUs (in addition to the five grant recipients). The initiative will be administered in cooperation with the Southern Education Foundation (SEF) in Atlanta. SEF will serve as the Kresge Foundation's fiscal agent and provide advice and other support for the initiative.

Partnership to Raise Community Capital: A five year, \$18 million program for community foundations, the program will develop permanent endowment assets that will provide income for community foundations and area nonprofits in perpetuity. Six community foundations were selected in December 1999. Each was awarded a \$3 million commitment. The program is structured as a two-phased effort. In Phase

I, Kresge will provide a \$1 million endowment grant to each community foundation, which must be matched by \$1 million in additional permanent unrestricted endowment funds. The income from the total endowment fund will be unrestricted and may be used for any purpose. In Phase II, Kresge will provide a \$2 million endowment grant to challenge the raising of \$6 million in new agency-restricted endowments by nonprofit organizations to be held by the community foundation. The goals of the program are to: 1) Build capacity at a key point in a community foundation's development; 2) Endorse the role of a community foundation to initiate programs, provide services, and build community assets; 3) Promote strong partnerships between a community foundation and nonprofit organizations, donors, and financial institutions in its community.

Science Initiative: This initiative is a challenge grant program to upgrade and endow scientific equipment and laboratories in colleges and universities, teaching hospitals, medical schools, and research institutions. Half of the foundation's grant supports the purchase of equipment and the other is restricted toward an endowment fund with the income to be used to upgrade and replace the equipment when it becomes obsolete.

Fields of interest: Arts; Environment; Health care; Higher education; Human services; Humanities; Public affairs; Science.

Geographic focus: National

Types of support: Building/renovation; Capital campaigns; Employee matching gifts; Equipment; Land acquisition; Matching/challenge support.

Limitations: No support for religious organizations, (unless applicant is operated by a religious organization and it serves secular needs and has financial and governing autonomy separate from the parent organization with space formally dedicated to its programs) community colleges, private foundations, or elementary or secondary schools (unless they predominantly serve individuals with physical and/or developmental disabilities). No grants to individuals, or for debt retirement or minor equipment, furnishings, operating/program support, or endowment funds by themselves; no loans.

Publications: Annual report; Application guidelines.

Application information: See foundation Web site for more application information. Application procedures vary for each foundation program area. Application form required. Applicants should submit the following:

- 1) timetable for implementation and evaluation of project
- 2) signature and title of chief executive officer
- 3) population served
- 4) copy of IRS Determination Letter
- 5) brief history of organization and description of its mission
- 6) copy of most recent annual report/audited financial statement/990
- 7) listing of board of directors, trustees, officers and other key people and their affiliations
- 8) detailed description of project and amount of funding requested
- 9) plans for cooperation with other organizations, if any
- 10) copy of current year's organizational budget and/or project budget
- 11) listing of additional sources and amount of support
- 12) additional materials/documentation

Initial approach: Letter or proposal

Copies of proposal: 1

Board meeting date(s): Mar., June, Sept., and Dec.

Deadline(s): None

Final notification: Generally within 4 to 6 months; decisions announced after each board meeting, applicants notified in writing

Officers and Trustees: * Irene Y. Hirano,* Chair.; Richard "Rip" Rapson, C.E.O. and Pres.; Edward M. Hunia, Sr. V.P. and Secy.-Treas.; Elizabeth C. Sullivan, V.P., Prog. and Admin.; Amy B. Coleman, Cont. and Dir., Finance; James L. Bildner; Lee C. Bollinger; Jane L. Delgado, Ph.D.; Steven K. Hamp; Paul C. Hillemonds; David W. Horvitz; Robert C. Larson; Katherine A. Lutey; Elaine D. Rosen; Nancy M. Schlichting; Robert D. Storey.

Number of staff: 23 full-time professional.

Financial data: (yr. ended 12/31/05): Assets, \$3,032,422,497 (M); expenditures, \$173,846,047; total giving, \$149,831,151; qualifying distributions, \$255,657,516; giving activities include \$148,651,561 for 221 grants (high: \$20,000,000; low: \$25,000; average: \$100,000-\$1,000,000) and \$1,179,590 for employee matching gifts.

EIN: 381359217

Selected grants: The following grants were reported in 2005.

\$3,000,000 to United Negro College Fund, Fairfax, VA, For challenge grant toward Phase I implementation of Historically Black Colleges and Universities (HBCU)

Institutional Advancement Program as part of capacity-building initiative for selected HBCU's.

\$2,500,000 to Detroit Educational Television Foundation-W T V S Channel 56, Detroit, MI, For challenge grant toward creation of classical music station to be owned by Detroit Public Schools with studios in Detroit School of the Arts and managed by Detroit Public Television.

\$2,000,000 to Minneapolis Institute of Arts, Minneapolis, MN, For challenge grant toward renovation and expansion of museum.

\$2,000,000 to W G B H Educational Foundation, Boston, MA, For challenge grant toward purchase of property and renovation and construction of facilities.

\$1,500,000 to Institute of Contemporary Art, Boston, MA, For challenge grant toward construction of museum.

\$1,500,000 to Nashville Symphony Association, Nashville, TN, For challenge grant toward construction of replacement symphony hall.

\$1,500,000 to University of Michigan, Ann Arbor, MI, For challenge grant toward renovation and expansion of Alumni Memorial Hall.

\$1,500,000 to Virginia Museum of Fine Arts Foundation, Richmond, VA, For challenge grant toward museum's expansion and renovation.

\$1,250,000 to Cleveland Institute of Music, Cleveland, OH, For challenge grant for renovation and expansion of conservatory.

\$1,000,000 to Catholic Charities of the Archdiocese of Baltimore, Baltimore, MD, For challenge grant for renovation of Saint Vincent's Center, providing therapeutic care for emotionally and physically abused children.

Monsanto Fund

800 N. Lindbergh Blvd.

St. Louis, MO 63167

Telephone: (314) 694-4391

Contact: Deborah J. Patterson, Pres.

FAX: (314) 694-7658

E-mail: monsanto.fund@monsanto.com

Additional contacts: Augusta, GA: Robert E. Ford, E-mail:

robert.e.ford@monsanto.com, Soda Springs, ID: Trent L.

Clark, E-mail: trent.l.clark@monsanto.com, Muscatine, IA:

Christina L. Boar, E-mail: christina.l.boar@monsanto.com,

Luling, LA: Dione A. Davenport, E-mail:
dione.a.davenport@monsanto.com
Application address for equipment donations: Lisa
Bannon-Bergmann, Mgr., Contribs., 800 N. Lindbergh, A2SA,
St. Louis, MO 63167, FAX: (314) 694-7658
URL: <http://www.monsantofund.org/>

Donor(s): Monsanto Co.; Olympia Industries, Inc.
Type of grantmaker: Company-sponsored foundation.
Background: Incorporated in 1964 in MO as successor to
the Monsanto Charitable Trust.
Purpose and activities: The fund supports fire
departments and organizations involved with arts and
culture, education, the environment, animals and wildlife,
agriculture, nutrition, ag safety for young people, human
services, and economically disadvantaged children.
Program area(s): The grantmaker has identified the
following area(s) of interest:
Communities: The fund supports fire department and
organizations involved with education and human services
and programs designed to provide arts education and arts
experiences for disadvantaged children; and address ag
safety for young people.
Environment: The fund supports programs designed to
build environmental awareness through community education;
engage in conservation and preservation projects; enhance
water quality and wildlife habitat by improving
agricultural practices; develop curriculum for school-aged
youth; and address soil fertility and health.
Improving Nutritional Well-Being Through Agriculture:
The fund supports programs designed to train families in
sustainable agricultural techniques; improve education and
good nutrition through school gardens, nutrition education,
and agricultural training; and enhance the nutritional
value of and reduce the impacts of pests and viruses to
subsistence crops.
Matching Gifts Program: The fund matches contributions
made by employees and directors of Monsanto to nonprofit
organizations on a one-for-one basis from \$25 to \$5,000 per
contributor, per year.
Science Education: The fund supports programs designed
to provide professional development for teachers; provide
creative and innovative science education programs for
elementary and early secondary students; provide science
outreach in the community; provide science resource
materials and equipment; and collaborate in science

literacy.

Fields of interest: Africa; Agriculture; Agriculture/food; Animals/wildlife, preservation/protection; Arts; Arts education; Asia; Brazil; Canada; Children; Disasters, fire prevention/control; Economically disadvantaged; Education; Elementary/secondary education; Environment; Environment, land resources; Environment, natural resources; Environment, water pollution; Environmental education; Europe; Human services; Latin America; Mexico; Nutrition; Oceania; Safety, education; Science; Youth.

Geographic focus: National; international

Types of support: Conferences/seminars; Curriculum development; Donated equipment; Employee matching gifts; Equipment; In-kind gifts; Matching/challenge support; Program development; Program evaluation; Research.

Limitations: Giving on a national and international basis in areas of company operations, with emphasis on Augusta, GA, Soda Springs, ID, Muscatine, IA, Luling, LA, and the greater St. Louis, MO, area and in Africa, Asia, Brazil, Canada, Europe, Latin America, Mexico, and Oceania; giving also to statewide, regional, national, and international organizations. No support for start-up organizations, fraternal, labor, or veterans' organizations not of direct benefit to the entire community, religious, politically partisan, or similar organizations, or discriminatory organizations. No grants to individuals, or for debt reduction, benefits, dinners, or advertisements, endowments, marketing, or projects in which Monsanto Company has a financial interest or could derive a financial benefit through cash or rights to intellectual property; no donations of printers, computer software, copiers, scanners, or computers.

Publications: Application guidelines; Grants list.

Application information: Proposals for national organizations and organizations located in the greater St. Louis, MO, area should be no longer than 2 to 3 double-spaced, single-sided pages. Proposals for U.S.-based organizations located outside Augusta, GA, Soda Springs, ID, Muscatine, IA, Luling, LA, and the greater St. Louis, MO, area should be no longer than 5 double-spaced, single-sided pages. Proposals for U.S.-based international organizations and organizations located outside the U.S. should be no longer than 6 single-sided pages. Extraneous proposal materials are not encouraged. An application form will be sent following receipt of an eligible proposal for

national organizations and organizations located in the greater St. Louis, MO, area. Contributions to U.S.-based organizations located outside Augusta, GA, Soda Springs, ID, Muscatine, IA, Luling, LA, and the greater St. Louis, MO, area generally do not exceed \$20,000. Unsolicited requests for equipment donations from organizations located outside the greater St. Louis, MO, area are not accepted. Equipment donations are limited to 8 items per organization. Proposals for equipment donations should be submitted using organization letterhead. Visit Web site for nearest application address for U.S.-based international organizations and organizations located outside the U.S. Unsolicited requests from human services organizations located in the U.S. are not accepted. An application form is required for organizations located outside the U.S.

Applicants should submit the following:

- 1) name, address and phone number of organization**
- 2) copy of IRS Determination Letter**
- 3) brief history of organization and description of its mission**
- 4) how project's results will be evaluated or measured**
- 5) list of company employees involved with the organization**
- 6) explanation of why grantmaker is considered an appropriate donor for project**
- 7) detailed description of project and amount of funding requested**
- 8) contact person**
- 9) copy of current year's organizational budget and/or project budget**
- 10) plans for acknowledgement**

Proposals from national organizations and organizations located in the greater St. Louis, MO, area should include an H.R. 4 Compliance Certification and the E-mail address of the contact person, if available. Proposals from U.S.-based organizations located outside Augusta, GA, Soda Springs, ID, Muscatine, IA, Luling, LA, and the greater St. Louis, MO, area should indicate the Monsanto contact person recommending the project and the Monsanto site location manager; and include the E-mail address of the contact person, if available. Proposals for equipment donations should indicate the type of equipment needed, the number of items needed, and how the equipment will be used; and include the E-mail address of the contact person, if available. Visit Web site for detailed application guidelines.

Initial approach: Mail proposal to fund for national organizations and organizations located in the greater St. Louis, MO, area; contact nearest company facility for application information for organizations in Augusta, GA, Soda Springs, ID, Muscatine, IA, and Luling, LA

Copies of proposal: 1

Board meeting date(s): Twice per year

Deadline(s): Jan. 1 for June and July 1 for Dec. for national organizations and organizations located in the greater St. Louis, MO, area

Final notification: 4 to 8 weeks for national organizations and organizations located in the greater St. Louis, MO, area; June or July and Dec. or Jan. for U.S.-based international organizations and organizations located outside the U.S.

Officers and Directors:* Carl M. Casale,* Chair.;
Deborah J. Patterson, Pres.; Sonya Meyers Davis, Secy.;
Robert A. Paley, Treas.; Brett D. Begemann; Janet Holloway;
Kathleen L. Klepfer; Gerald A. Steiner.

Number of staff: 1 full-time professional; 1 part-time professional; 1 full-time support; 1 part-time support.

Financial data: (yr. ended 12/31/05): Assets, \$3,471,805 (M); gifts received, \$1,366,588; expenditures, \$13,510,112; total giving, \$13,383,841; qualifying distributions, \$13,482,820; giving activities include \$12,571,307 for 218 grants (high: \$1,325,018; low: \$200) and \$812,534 for 4,550 employee matching gifts.

EIN: 436044736

Selected grants: The following grants were reported in 2005.

\$1,325,018 to Donald Danforth Plant Science Center, Saint Louis, MO.

\$1,000,000 to Friends of the World Food Programme, DC.

\$861,582 to Washington University, Saint Louis, MO.

\$750,000 to American Red Cross, Saint Louis, MO.

\$415,000 to United Way of Greater Saint Louis, Saint Louis, MO.

\$407,000 to Audubon Society, National, Ivyland, PA.

\$300,000 to Saint Louis Symphony Orchestra, Saint Louis, MO.

\$62,500 to European Development Corporation, Amsterdam, Netherlands.

\$52,266 to Centro Educacional de Tecnologia em Administracao (CETEAD), Brazil.

\$37,080 to Academy of Science of Saint Louis, Saint Louis, MO.

Sponsoring company information:

Monsanto Company

St. Louis, MO

Company URL: <http://www.monsanto.com>

Business activities: Provides agricultural solutions.

Financial profile for 2006: Number of employees,

21,800; assets, \$11,728,000,000; sales volume,

\$7,344,000,000; pre-tax net income, \$1,055,000,000

Fortune 1000 ranking: 2005-336th in revenues, 470th in profits, and 314th in assets

Forbes 2000 ranking: 2005-867th in sales, 1047th in profits, and 1019th in assets

Corporate officers: Frank V. AtLee III, Chair.; Hugh Grant, Pres. and C.E.O.; Terrell K. Crews, Exec. V.P. and C.F.O.; Janet Holloway, C.I.O.; David F. Snively, Sr. V.P., Genl. Counsel, and Secy.; Steven C. Mizell, Sr. V.P., Human Resources; Robert A. Paley, V.P. and Treas.; Richard B. Clark, V.P. and Cont.

Subsidiaries and/or Divisions: DEKALB Genetics Corporation, St. Louis, MO.

Giving statement: Giving through the Monsanto Company Contributions Program and the Monsanto Fund.

SAP America, Inc. Corporate Giving Program

c/o Corp. Citizenship

1300 Pennsylvania Ave., N.W., Ste. 600, North Tower/Gray

Washington, DC 20004

Contact: Brittany Lothe, Mgr., Public Comms.

FAX: (610) 661-9366

E-mail: brittany.lothe@sap.com

URL: <http://www.sap.com/company/citizenship/index.epx>

Sponsoring company: SAP America, Inc.

Type of grantmaker: Corporate giving program.

Purpose and activities: SAP America supports programs designed to serve the K-12 private education special needs of disabled students; provide K-12 public and recognized charter education to economically disadvantaged and underserved students; provide educational enrichment programs to disabled people and economically disadvantaged people; and provide job training services to disabled people and economically disadvantaged people. Special

emphasis is directed toward programs designed to focus on technology, math and science, and innovation. Support is given primarily in areas of company operations.

Fields of interest: Disabilities, people with; Economically disadvantaged; Education; Elementary/secondary education; Employment, training.

Geographic focus: California; District of Columbia; Georgia; Illinois; Massachusetts; New York; Pennsylvania; Texas

Types of support: Consulting services; Continuing support; Employee matching gifts; Employee volunteer services; General/operating support; Use of facilities.

Limitations: Giving primarily in Newtown Square, PA, and within 50 miles of San Francisco, CA, Washington, DC, Atlanta, GA, Chicago, IL, Boston, MA, New York, NY, Philadelphia, PA, and Dallas and Houston, TX. No support for political, labor, religious, or fraternal organizations, sports organizations, colleges or universities, organizations inconsistent with SAP America's core values or potentially damaging to SAP America's business or industry, or discriminatory organizations. No grants to individuals, or for fundraising or one-time events, capital campaigns or construction or renovation projects, advertising, or conferences, symposiums, sporting events, or other similar special events; no equipment donations.

Publications: Application guidelines.

Application information: Unsolicited requests are accepted but not encouraged. Letters of inquiry should be no longer than 2 pages in length. The Corporate Citizenship Department handles giving. The company has a staff that only handles contributions. A contributions committee reviews all requests. Application form not required.

Applicants should submit the following:

- 1) results expected from proposed grant**
- 2) statement of problem project will address**
- 3) name, address and phone number of organization**
- 4) copy of IRS Determination Letter**
- 5) how company employees can become involved with the organization**
- 6) brief history of organization and description of its mission**
- 7) geographic area to be served**
- 8) how project's results will be evaluated or measured**
- 9) detailed description of project and amount of funding requested**

10) contact person

11) copy of current year's organizational budget and/or project budget

12) listing of additional sources and amount of support

Letters of inquiry should include the E-mail address of the contact person, if available.

Initial approach: E-mail letter of inquiry to headquarters

Copies of proposal: 1

Board meeting date(s): Apr., Aug., Nov., and Jan.

Deadline(s): None

Final notification: Following review

Number of staff: 1 full-time professional.

Financial data: (yr. ended 12/31/04): Total giving, \$103,400,000; giving activities include \$2,000,000 for grants (high: \$80,000; low: \$500), \$400,000 for 1,500 employee matching gifts and \$101,000,000 for 150 in-kind gifts.

Sponsoring company information:

SAP America, Inc.

Newtown Square, PA

Company URL: <http://www.sap.com/usa>

Business activities: Develops computer software.

Financial profile for 2004: Number of employees, 5,500

Corporate officers: William R. McDermott, Pres. and C.E.O.; Mark White, C.F.O.

Plants and/or Offices: Foster City, CA; Irvine, CA; Palo Alto, CA; Denver, CO; Washington, DC; Atlanta, GA; Westchester, IL; Waltham, MA; Southfield, MI; Minneapolis, MN; St. Louis, MO; Morristown, NJ; New York, NY; Cincinnati, OH; Cleveland, OH; Pittsburgh, PA; Austin, TX; Dallas, TX; Houston, TX; Irving, TX; Bellevue, WA.

Giving statement: Giving through a corporate giving program.

Symantec Corporation Contributions Program

c/o Symantec Community Rels.

20330 Stevens Creek Blvd.

Cupertino, CA 95014

Telephone: (408) 517-8000

FAX: (408) 517-8152

E-mail: community_relations@symantec.com

URL:

<http://www.symantec.com/about/profile/responsibility/community/index.jsp>

Sponsoring company: Symantec Corporation

Type of grantmaker: Corporate giving program.

Purpose and activities: As a complement to its foundation, Symantec also makes charitable contributions to nonprofit organizations directly. Special emphasis is directed toward programs designed to incorporate technology in teaching; engage minorities and women in the technological sciences; and better the lives of young people. Grants range from \$1,000 to \$100,000. Software donations to organizations located in the U.S. and Canada are administered by techsoup.org.

Program area(s): The grantmaker has identified the following area(s) of interest:

Employee Matching Gift Program: Symantec matches contributions made by its employees to nonprofit organizations on a one-for-one basis.

Fields of interest: Asia; Canada; Education; Engineering/technology; Europe; Human services; Mexico; Minorities; Oceania; South America; Women; Youth development.

Geographic focus: National; international

Types of support: Donated products; Employee matching gifts; Employee volunteer services; General/operating support; Program development; Sponsorships.

Limitations: Giving on a national and international basis within 50 miles of areas of company operations; giving also to national organizations, national organizations located in countries of company operations, and international organizations. No support for religious organizations not of direct benefit to the entire community, veterans' organizations, or fraternal organizations, political candidates, organizations deemed detrimental to Symantec's business goals or that can be classified as "anti-business", private foundations, or K-12 schools; no software donations for organizations with an annual operating budget of greater than \$10 million, political organizations, or discriminatory organizations. No grants to individuals, or for political causes, courtesy advertising, capital campaigns, or conferences or symposia; no software donations for fundraisers, raffles, or auctions or personal use.

Publications: Application guidelines.

Application information: Organizations receiving

support may be asked to provide a final report. An interview may be requested. Software and software subscription renewal donations are limited to two contributions each per organization during any given year. The Corporate Marketing Department handles giving. The company has a staff that only handles contributions. A contributions committee reviews all requests. Applicants should submit the following:

- 1) timetable for implementation and evaluation of project
- 2) results expected from proposed grant
- 3) statement of problem project will address
- 4) population served
- 5) name, address and phone number of organization
- 6) copy of IRS Determination Letter
- 7) how company employees can become involved with the organization
- 8) brief history of organization and description of its mission
- 9) geographic area to be served
- 10) copy of most recent annual report/audited financial statement/990
- 11) how project's results will be evaluated or measured
- 12) list of company employees involved with the organization
- 13) listing of board of directors, trustees, officers and other key people and their affiliations
- 14) detailed description of project and amount of funding requested
- 15) contact person
- 16) copy of current year's organizational budget and/or project budget
- 17) listing of additional sources and amount of support
- 18) plans for acknowledgement

Proposals should include the organization's URL, if available, and the contact person's fax number and E-mail address, if available; indicate the number of full-time, part-time, and volunteer employees; indicate partnerships with other nonprofit organizations; include a copy of the organization's non-discrimination policy; and indicate how results will be disseminated.

Initial approach: Mail proposal to headquarters; E-mail letter of inquiry to headquarters for fundraising sponsorships; visit techsoup.org/stock for application information for software donations

Deadline(s): 3 months prior to need for grants

Final notification: 3 months if approved for grants

Number of staff: 1 full-time professional.

Financial data: (yr. ended 03/31/06): Total giving, \$11,925,575; giving activities include \$1,900,000 for grants and \$10,025,575 for in-kind gifts.

Sponsoring company information:

Symantec Corporation

Cupertino, CA

Company URL: <http://www.symantec.com>

Business activities: Develops Internet security technology solutions.

Financial profile for 2006: Number of employees, 16,000; assets, \$17,913,183,000; sales volume, \$4,143,392,000; pre-tax net income, \$362,723,000

Fortune 1000 ranking: 2005-672nd in revenues, 298th in profits, and 458th in assets

Forbes 2000 ranking: 2005-1339th in sales, 1593rd in profits, and 710th in assets

Corporate officers: John W. Thompson, Chair. and C.E.O.; Gary Bloom, Vice-Chair. and Pres.; John Schwarz, C.O.O.; James Beer, Exec. V.P. and C.F.O.; Stephen C. Markowski, V.P., Finance, and C.A.O.; Mark E. Egan, V.P. and C.I.O.; John Brigden, Sr. V.P. and Genl. Counsel; Don Frischmann, Sr. V.P., Comms.; Rebecca Ranninger, Sr. V.P., Human Resources.

Subsidiaries and/or Divisions: PowerQuest Corporation, Orem, UT; VERITAS Software Corporation, Mountain View, CA.

Plants and/or Offices: Santa Monica, CA; Rockville, MD; Springfield, Oregon.

Giving statement: Giving through the Symantec Corporation Contributions Program and the Symantec Foundation.

-End-

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Cooperating Collections

Cooperating Collections are free funding information centers in libraries, community foundations, and other nonprofit resource centers that provide a [core collection](#) of Foundation Center publications and a variety of supplementary materials and services in areas useful to grantseekers.

A key initiative of the Foundation Center is to reach under-resourced and underserved populations throughout the United States, who are in need of useful information and training to become successful grantseekers. One of the ways we intend to accomplish this goal is by designating new Cooperating Collection libraries in regions that have the ability to serve the nonprofit communities most in need of Foundation Center resources. We are seeking proposals from qualified institutions (i.e. public, academic or special libraries) that can help us carry out this important initiative.

[Learn more about establishing a funding information library in your area.](#)



Denotes a Cooperating Collection that provides access to *FC Search: The Foundation Center's Database on CD-ROM*



Denotes a Cooperating Collection that provides access to *The Foundation Directory Online*

Alabama	Illinois	Montana	Puerto Rico
Alaska	Indiana	Nebraska	Rhode Island
Arizona	Iowa	Nevada	South Carolina
Arkansas	Kansas	New Hampshire	South Dakota
California	Kentucky	New Jersey	Tennessee
Colorado	Louisiana	New Mexico	Texas
Connecticut	Maine	New York	Utah
Delaware	Maryland	North Carolina	Vermont
District of Columbia	Massachusetts	North Dakota	Virginia
Florida	Michigan	Ohio	Washington
Georgia	Minnesota	Oklahoma	West Virginia
Hawaii	Mississippi	Oregon	Wisconsin
Idaho	Missouri	Pennsylvania	Wyoming

Participants in the Foundation Center's Cooperating Collections network are libraries or nonprofit information centers that provide fundraising information and other funding-related technical assistance in their communities. Cooperating Collections agree to provide free public access to a basic collection of Foundation Center publications during a regular schedule of hours, offering free funding research guidance to all visitors. Many also provide a variety of services for local nonprofit organizations, using staff or volunteers to prepare special materials, organize workshops, or conduct orientations.

Goals

Objectives

Methods ...

Goal 1: Elementary school age children in Clark County will have access to quality after-school programs.

Objective 1: To increase, over the next 180 days the number of children ages 8 – 10 that enroll in the ABC After School Service by 25 percent.

Method 1: To identify households with children, ages 8 -10, in the ABC After School Service target area within 30 days of grant funding.

Method 2: Distribute flyers to identified households in target area promoting the ABC After School Service within 60 days of grant funding.

Method 3: Hold one open house at the ABC After School Service site for parents, students, neighborhood residents, local churches, social service providers and area businesses, within 90 days of grant funding.

Simple Outcome Evaluation Formats

Adapted from: **Program Evaluation : An Introduction (Paperback)**

by [David Royse](#), [Bruce A. Thyer](#), [Deborah K. Padgett](#), [T.K. Logan](#)

These formats may work for you if:

- You have little budget or staff support for evaluation work
- You have very little time in which to conduct the evaluation
- You have little research experience

1. **One-Group Posttest Only Design**

This design involves providing an intervention or program to a group of clients and then determining if they have changed for the better. For example, suppose you are running a smoking cessation program. The goal of the program is for participants to be completely free of all smoking by the end of the intervention. Assuming the intervention ran over a number of weeks, the evaluator could determine how many of the workshop participants have stopped smoking by the time of the last session. If you started the group with 18 participants and 9 stopped smoking by the time of the last session, then your program would have experienced a 50% success rate.

2. **One-Group Pretest-Posttest Design**

This design allows for you to gather a measurement before the intervention (pretest) and a measurement after the intervention (posttest). When the group comes in for the first meeting a testing instrument is administered and scored. When the group comes in for the last meeting the same testing instrument is again administered and scored. The results of the two tests are then compared for differences or outcomes.

3. **The Judicial Model Design**

This design involves human testimony as a form of evaluation. Assemble a broad range of experts and leaders to comprise a hearing panel or jury. Bring clients/participants before this group to provide their first-hand account of how successful (or unsuccessful) the program or intervention was from their perspective.

4. **Focus Groups and Satisfaction Surveys**

These designs also solicit direct client/participant feedback – one is done verbally and the other is written. Focus Groups usually comprise 7-12 participants and they are invited to sit together and answer a series of evaluation based questions posed by an unbiased facilitator. Satisfaction Surveys (custom or standardized) ask a series of questions requiring the respondent to answer the questions using a Likert Scale or through descriptive narratives.

Sample Budget Format

Budget Period – 12 months

LINE ITEM	REVENUE	EXPENSE	IN-KIND
Grant from Stewart Foundation	\$50,000		
Grant from Other Foundation	\$25,000*		
Donations and Fundraising	\$25,000		
Project Coordinator (1 FTE)		\$35,000	
Project Coordinator Fringe @ 38%		\$13,300	
Project Supplies		\$11,500	
Project Reimbursable Mileage @ .375 and Cell Phone @ \$65 per Mo.		\$1,400	
Project Space Rental and Utilities		\$2,500	
Project Consultant (100 hrs @ \$175)		\$17,500	
Participant Stipends (200 @ \$25)		\$5,000**	
Project Printing and Publications		\$8,800***	
In-Direct/Overhead @ 5%		\$5,000	
Volunteer Facilitators (1000 hrs @ \$25 per hr)			\$25,000
Airfare			\$3,000
TOTALS	\$100,000	\$100,000	\$28,000

* Letter of Intent submitted to ABC Foundation

** Participant incentives – gift cards to local grocery or department store

*** Project brochures, information cards, and final report to the community

A Top 10 List of Grant Related Problems

10. Forcing a program to meet grant guidelines.
9. Failing to incorporate fringe costs into salary structure.
8. Not clearly defining goals vs. objectives vs. methods.
7. Failing to develop a relationship with funders.
6. Waiting till it is too late to start gathering support letters.
5. Using acronyms and assuming the grant reviewer(s) knows more than they do about your program/funding request.
4. Not following the grant guidelines.
3. Misspelling and typo issues.
2. Budget doesn't add up.
1. Not reporting back to funders per terms of grant award.

Points to Remember!

1. People fund people!
2. Do your homework before approaching a potential donor.
3. Write to your audience.
4. Demonstrate your passion.
5. Connect what's in your budget to what's in your narrative and what's in your narrative to what's in your budget.
6. Demonstrate what support has been secured from the organization's board, volunteers, members, other funders and the community.
7. Ask for what you need in order to accomplish your work.
8. Have another pair of eyes review your proposal before submitting it – and not just for typos.
9. Avoid “over-presentation” such as 3-ring binders and fancy covers.
10. After you've received a grant, keep your funders informed of your progress, and of any bumps in the road.