Five W’s of Strong Grant Guidelines

1. **Who** is eligible to apply
   a. Type of organizations AND projects eligible to receive grants. Also grant $ limits.

2. **What** are the application requirements/procedures
   a. Specific information required to apply
      i. Procedures (contact program officer, letter of inquiry, staff invitation)
      ii. Documents needed (organization’s 501(c)3 letter, financial statements)
      iii. Format of questions (narrative, yes/no)
      iv. Word limits for questions

3. **Where** to go for more information
   a. Contact information for staff, list of previous projects funded, committee/board list

4. **When** applications are due and decisions made
   a. When applications are due, decisions made, and funds dispersed

5. **Why** the foundation gives (mission, goals, priorities, and strategies)
   a. How grants relate to the foundations mission, goals, priorities, and strategies
Types of Grants Given

Operating and Sustainability Grants

- Operating - used to cover organizational expenses (salary, utilities...)
- Sustainability – Have been called “capacity building” grants but they really deal with organizational sustainability. Since these grants are often customized to fit a grantee’s specific needs, we will cover these types of grants during our discussion of the grantee/grantor relations in the PEOPLE section of the program.

Program Grants

- Relate directly to the development and delivery of a program executed by a grantee or grantees.
- Can include operating or overhead line items in program budget.

Capital Grants

- Are used for infrastructure uses such as construction of buildings, facility repairs.
- Can be used to create/build endowments.
- Several funders usually contribute to capital grants/campaigns.
- The Fundraising School at Lilly Family School of Philanthropy has a great deal of information on constructing and executing capital campaigns that can help you determine if a capital request in line with capital campaign “best practices.”

Matching (1:1 for dollars raised) and Challenge Grants (we will give you $10,000 if you raise $5,000)

- Can be great in helping nonprofits identify new funders but those donors can leave once the match or challenge are met.

Scholarships

- These can really connect the foundation/donor to the recipients; however, they can be extremely time-consuming and often of limited benefit to the student.
- Indiana’s community foundations are EXPERTS in scholarship administration. If you provide or are considering providing scholarship, please let IPA connect you to an expert.
Emergency Relief or Disaster/Economic Crisis Grants

- Given to help meet an immediate need like eviction or disaster repair. Also known as “Good Shepherd Grants” or “Community Economic Relief Funds.”
- Must be carefully administered to avoid legal issues which we will cover later in the program.

Discretionary Grants

- Usually given as a quick response to a request (Ball Brothers Foundation’s Rapid Response grants) or at the discretion of an individual such as a family member, board member, or program officer.

Awards

- Grants assigned by an award process such as a 5x5 competition where 5 candidates get 5 minutes and 5 slides to explain their idea or program. A panel or audience members then select the grant recipient from the ideas presented.
- Randomly selected programs or individuals are selected to receive a grant (e.g. Nonprofit Excellence Awards or a MacArthur Foundation Genius Grant).