

THE ALA
BOOK OF
LIBRARY
**GRANT
MONEY**

ALA Editions purchases fund advocacy, awareness, and accreditation programs for library professionals worldwide.

THE ALA BOOK OF LIBRARY GRANT MONEY

NINTH EDITION

Edited by Nancy Kalikow Maxwell



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Throughout her thirty-year library career, **Nancy Kalikow Maxwell** has participated in successful grant projects totaling more than ten million dollars, with more than one million of those dollars flowing directly to the library. She is the author of *Grant Money through Collaborative Partnerships* (ALA, 2012) and wrote the chapter “Grant Writing in Retirement” that appears in the book *Writing After Retirement: Tips by Successful Writers* (forthcoming, Scarecrow Press). Formerly library director at Miami Dade College (Miami, Fla.) and Barry University (Miami Shores, Fla.), Maxwell currently owns and operates Kaliwell, Inc. (www.librarygrants.org), a grant development company specializing in locating, writing, and evaluating library, educational, and other grants. She holds a master’s degree in library science from the University of Missouri-Columbia and a master’s degree in theology from Barry University in Miami Shores, Florida. She can be reached at kaliwell@kaliwellinc.com.

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CONTENTS

Introduction *vii*

How to Use This Book *xiii*

Grantor Profiles *1*

Grant-Related Organizations and Resources *315*

Indexes

Grantors by Total Grant Value *327*

Grantors by State *333*

Named Grants/Programs *339*

Professional Library Organization Grantors *347*

INTRODUCTION

Congratulations. By finding this book and flipping to the introduction, you have advanced one step further than most people. Just about everyone who works in a library wants grant money, but few ever do anything to get some. When librarians learn that I am a grant writer, they invariably respond with, “Boy, does my library need a grant. We desperately need a new boiler, an updated circulation system, e-book readers, a new children’s room,” and so on. Or the honest ones (who hold a special place in my heart) will ignore their professional responsibilities and instead say, “I need a trip to Tahiti. Are there any grants for that?”

But no matter what they dream of, most never get past the “I want” stage. Those who do are frequently prompted by others. Someone (usually the boss) shoots them an e-mail with the subject “Grant Opportunity.” “Something for us to think about,” reads the message accompanying the announcement of new grant funding. But what most people think about is how much work a grant involves. They click delete and hope the boss forgets about it.

There is no denying that pursuing a grant is, indeed, additional work. A former supervisor of mine would not even entertain the notion of grant funding. “No grants, no grants,” she would repeat like a mantra whenever I broached the subject. “We did that years ago. Way too much work.” Another colleague told me that she would rather kill herself than write a grant. One library director considered turning down a job offer because it included administering a major federal grant. She did take the position, but vowed to never pursue another grant. Her resolve lasted only six months, when she received one of those previously mentioned grant announcement e-mails. Since it came not from her boss, but from the college president, she had no choice but to pursue another one.

Whether it is your idea (hopefully) or that of your boss (or the president), by obtaining and reading this book, you are at least investigating grant funding sources for your library. Once again, congratulations for getting this far. You go, girl (or boy).

But before you flip to your state’s listings and begin scanning listings for that perfect funding source, you may want to read the rest of this introduction. You, like many potential grant developers, may not be what is known in the field as “grant ready.”

Grant Readiness

Grant experts differ in the advice they provide grant seekers, but one recommendation they would all agree upon is that grant seekers must come to the grant development process prepared. Several steps should be taken beforehand. Readers of a certain age may remember those *Leave It To Beaver* shows, when the father would come home from work, take off his coat and pull up to the dinner table, ready to enjoy a delicious dinner. The meal magically appeared before him, with none of the wife’s previous toil or preparation in evidence. And so it can be for grant development. To the uninitiated it appears that a successful grant proposal blossoms effortlessly without any previous preparation. But this is deceiving.

An incredible amount of work is—or should—be done before beginning any grant search. The following are the most common components to assemble before launching a grant project.

Components to Becoming Grant-Ready

STRATEGIC PLAN

As the old adage has it, if you don't know where you are going, any road will get you there. Or, as they say in the US Army, "You can't hit a target you can't see." In order to "hit the target" of grant funding, a grant seeker must make sure the goals of the requesting institution fit those of the granting agency.

An organization's aims must be clearly stated in order for the funder to recognize if it matches their own. Fortunately, most libraries already have a strategic plan and mission statement in place. For some, the parent organization's overarching goals serve as the library's goals. For instance, if a college's mission is to *prepare* graduates for a successful culinary arts career then the library's mission may simply be to *provide support to prepare* successful culinary art students. Other libraries may similarly mirror the parent organization, but include specifics about how the parent will be served. For instance, the library mission may be to provide the library services, collections, and instructional and technical support needed for the organization to accomplish its mission, which is . . . (with the institution's mission repeated).

No matter what the strategic plan includes, the funder must be convinced that the library's stated goals and that of the funding agency are symbiotic. If the library does not have an updated strategic plan it will be difficult to demonstrate that the library is the appropriate organization to meet the funder's goals. On the other hand, when a library's clearly stated goals overlap with those of the funding agency, the chances of a proposal's success are enhanced immeasurably.

Especially powerful are instances when the same words in a library's strategic plan appear in the stated goals of the funding source. For instance, if one of the goals of the library is "to improve the effectiveness of nonprofit organizations in Polk County," and a funder issues a grant to provide computer training to make Polk County nonprofit employees more effective, the chances of crafting a successful proposal are excellent. However, if a library's goals are to serve the school's student population, a funding opportunity for staff development would be harder to demonstrate. A case can be made that student performance will be improved through teacher training, but it would be easier to justify if staff and faculty development appeared somewhere in the organization's official plan.

Before you search for any grant funding, it will behoove you to pull out your organization's strategic plan. Review the wording and keep the key phrases in mind as you review grant opportunities. If your organization does not have such a plan, you may want to postpone any grant searching until one is produced.

NEEDS ASSESSMENT

Unlike the strategic plan, which most libraries already have, few libraries approach a grant search with a thorough needs assessment in hand. Actually, the needs assessment encompasses two components: the assessment of library needs and an assessment of the user's need for the service or product. Both are explained below.

Library Needs Assessment

The first needs assessment that should be completed before a grant search begins is the identification of the library's top priorities for funding. Though this sounds easy, it is anything but. The answer to "What does the library need?" will be different depending on who is doing the answering. One of the major federal college grant programs is informally called "The President's Program" because it is intended to fund those projects deemed most important to the college president. As implied by its name, the priority for funding as seen by a college's chief executive may differ from—and is often at odds with—those of others on campus.

Library administrators are well aware of this discrepancy. Especially since libraries are not revenue-generating, few academic or municipal administrators see the construction of new library buildings as a top priority. Yet for many library directors, that would be the number one answer to what the library needs.

Even within the confines of the library, rarely does agreement exist about what the library needs. While a young adult librarian may see the paltry collection of DVDs as the biggest need, the technical services librarian may cry out for more part-time staff, while the library clerk sees a pressing need for student lockers.

"We need more computers."

"No we don't. We need more science journals."

"No, we need more parenting books. And why does Harry always get what he asks for?"

Coming to the grant search with such divergent clamors can be both unproductive and contentious. A better approach would be to come to the grant search with an agreed-upon list. Though it may be difficult to arrive at consensus beforehand, much time, not to mention staff dissention, could be avoided by hashing this out before beginning the funding search. Formally requesting priority items from staff, either via a written survey or e-mail request, would prove more effective than throwing out ideas while reviewing grant opportunities. You must know what you are seeking before you begin searching.

User Needs Assessment

Amassing a list of priorities in need of funding completes one-half of the assessment phase. But don't stop there. Approaching funders with only a list of staff-derived library needs will most likely prove unsuccessful. Few funders care

to give to libraries based only on what the library employees want. Rather, they want to support those programs and services demanded by the library's users. The young adult librarian's assertion that the library needs more movies is less impressive than, "Ninety-three percent of eighth graders agreed with the statement, 'The library needs more movies on DVD.'" Providing quantified indicators is one of the best methods to demonstrate user need. Other avenues, such as focus group results, online feedback, or even suggestion box comments, can also be used to demonstrate need. No matter the method chosen, evidence that the potential population deems the product or service necessary should be presented to the grant funder. Once you can show what the library's users and staff need, you will be ready to move to the next stage of grant readiness.

PARTNERS

Once you know what is needed, the next step to becoming grant-ready is to identify the most appropriate institution to meet the stated need. Ask yourself what is the best organization to offer this program or service. If the answer is the library, give yourself a pat on the back; you have created a potentially grant-fundable project. If the answer is some other institution—for instance, the public school, the parks and recreation department, or the student services division—consider partnering with that group.

Even projects best accomplished by the library could be improved through collaborative partnerships. Many funding sources require a joint effort in order to qualify for funding. But even funding sources that do accept single-organization projects would most likely be strengthened if they included a cross-institutional collaboration. For ideas on where to find collaborative partnerships, see my book *Grant Money through Collaborative Partnerships* (ALA, 2012). (See my book even if you don't need partnership ideas!)

Before beginning your grant search, try to identify the logical agencies that would extend the program envisioned. For instance, if you decide to meet the needs of Spanish-language library users, organizations that already serve that population may be interested in joining your effort. Or think of organizations the library already works with. Are there groups that regularly meet in the library? Do you already have a comfortable working relationship with some agency director or department chair? Is there someone you *want* to have such a relationship with (for either personal or professional reasons)? Whatever the reason, you should think through the collaboration angle before searching for funding sources.

PROJECT SUMMARY

In the classic Talmudic story, the great sage Rabbi Hillel was asked to explain all of the Jewish Torah standing on one foot. "What is hateful unto you, do not do unto your neighbor.

That is the whole Torah, all the rest is commentary. Now, go and study." If Hillel can condense all of the five books of Moses to one statement, you should be able to summarize your proposed grant-funded project in one paragraph. If you cannot convey your idea in just a few sentences, keep working on it until you can repeat it standing on one foot.

And make sure the final synopsis is understandable to all readers. Ever since the financial derivatives disaster, investors are now warned, "If you can't explain it, don't buy it." The same holds true for grants and can be especially important for technology grants. Though I hate to admit it, I once worked on a grant proposal to create some kind of online student educational product that I never clearly understood. Throughout the proposal I referred to it as a "toolkit," hoping the funders would know what that meant. Evidently they didn't. The lack of clarity most likely contributed to the proposal being unsuccessful. Funders are unlikely to put money behind something that they don't understand. The goal is to describe the project so succinctly it can easily be understood by nontechnical readers in one or two sentences.

EVALUATION

Once you know what you want to do, you next need to ask, "How will you know when you have done it right?" The answer to that question will form the basis of the project evaluation, which constitutes the next required grant-readiness element. The ability to effectively and objectively assess the impact of any proposed project is a central requirement of grant funding. One former chief executive officer of the national Grant Professionals Association recommended including evaluation of a project in all grant proposals, whether or not requested in the grant application.

You will save time, both your own and that of the funding agency, by laying out the evaluation plan for your project before approaching the grant search. Many people find it helpful to work backwards from the evaluation to design the project. For instance, a proposed project to teach library users computer skills would, hopefully, enhance the ability of those participating to more effectively use computers. But "using computers" is such a broad concept, it could cover anything from manipulating a mouse to constructing complex search statements. To "go backwards" from the evaluation, you would start by asking what the successful participants would know or be able to do at the conclusion of the instruction.

More importantly, how will you—or any observer—know this knowledge has been obtained? Self-reported surveys, pre- and post-assessments, and observations are some of the methods that could be employed to evaluate the level of proficiency or knowledge gained. Thinking through this step first will enable the program to most effectively reach a successful outcome.

SUSTAINABILITY

The final step for pre-grant readiness is the creation of a sustainability plan. Though usually associated with the environmental movement, sustainability is also a term prevalent in the philanthropic world.

“Sustain” means “to provide for an institution by furnishing means or funds.” Few funders are interested in supporting a project indefinitely and want to know how their initial support will be continued in the future. Much like venture capitalists, nonprofit and governmental funders want to benefit from the successful implementation of a new service or program. Though no money would accrue to the funder, they would rather be “paid back” in the long term by successfully providing users with a necessary product or service.

Before approaching any grant funder, it would be worth your time to consider how the project will be carried on once the initial appropriation is made. Will the project be incorporated into the library’s existing services? Are you attempting to create a collaborative partnership that would be self-sustaining through member contributions? Are participant fees or scholarships available to sustain future programs? Perhaps donor contributions are possible. Whatever the means identified, the chances of success for any grant-funded project will be enhanced if a detailed sustainability plan can be presented from the very beginning.

If you cannot identify any method to continue the project beyond the grant award, you could still seek funding. However, the chances of success will be diminished without a solid sustainability plan. If nothing else, you can always claim that once the grant ends, you will seek additional grants. But it would be preferable to be creative and devise a more definitive plan. Once you have crafted a way to continue the program or service, and accomplished each of the components above, you can declare yourself grant-ready.

NEXT STEP FOR THE GRANT-READY

Once you have become grant-ready as detailed above, your next step is to consult the *ALA Book of Library Grant Money* for the appropriate funder or funders. The How to Use This Book section provides information about the elements of each entry and instruction on how best to use this book.

As you search the grant sources, pay special attention to funding opportunities in your state or that expressly give to your type of library or project. Pursuing opportunities for which you are not eligible or that are not within the parameters of the funder is a waste of both your and the giver’s time. Keep in mind that you are seeking that perfect confluence of your library’s needs with the funder’s giving priorities.

NEED TO UPDATE FUNDER INFORMATION

Identifying a likely source of funds brings you one step closer to soliciting funds. But there remains one more important hurdle to scale before you send out any proposals. You will need to update and verify the funding opportunity information found here. Because of the lag time inherent in this—and any—print publication, the information found in this directory may be out-of-date by the time it appears. Indeed, one could reasonably argue that many, if not most, of the funders’ data elements will have changed during the book’s publishing. There is a good chance the name and address of the funder will not have changed, but little else about the funder may be the same. Every fact about the grant giver needs to be verified.

Once you have the potential funder’s name, the best place to consult for up-to-date giving guidelines is with the funder directly, preferably through the funder’s website. Whenever available, website addresses are provided for this purpose. However, not all funders maintain websites. For those lacking websites, you could use the funder’s address or phone number. Some funders prefer to be contacted by phone and some by mail. Which type of contact is preferred has been included in each entry whenever available.

Along with contacting the funder, updating and verifying the granting guidelines can be accomplished through a grants database or other secondary source. The Grant-Related Organizations and Resources section of this publication lists several grant sources that can be consulted to verify and update the information found here.

Some of the databases of funders require paid subscriptions or are free only to members of certain organizations. However, there are two important free sources to consider: the IRS and Foundation Center.

INTERNAL REVENUE SERVICE FORMS

Foundations are required to file information about their giving annually with the Internal Revenue Service. These required forms, called the IRS 990 Form, are excellent sources for verifying grant-giving organizations. Several sites, including the nonprofit Foundation Center (see below), provide free access to these IRS forms.

FOUNDATION CENTER’S COOPERATING COLLECTIONS

The nonprofit Foundation Center (www.foundationcenter.org) is an invaluable, free resource for grant seekers. Grant seekers can visit any of the organization’s five comprehensive Library/Learning Centers or four hundred Cooperating Collections spread across the country—and the world—to conduct their grant research free of charge. At these locations, free online access is provided to two of the

organization's comprehensive paid databases: Foundation Directory Online and Foundation Grants to Individuals Online. A list of these locations, which are usually located in libraries, community foundations, and educational institutions, can be found on the Foundation Center website. Along with free online access, these sites also provide collections of print resources and directories that will be helpful to all types of grant seekers.

Ready, Set, Begin

Once you have gone through the processes listed above to become grant-ready, have identified and verified potential sources, you will be ready to begin your grant search in earnest. Give yourself lots of space, time, and caffeinated beverages. Here's wishing you and your team luck as you search for library grant money.

HOW TO USE THIS BOOK

The *ALA Book of Library Grant Money*, ninth edition, is intended to provide the most likely funding sources for libraries. Here librarians, fund-raisers, and researchers will find quick, convenient access to information on the major US funding organizations supporting libraries. The indexes at the end of the book provide several methods to identify sources. As was mentioned previously, once a funding source is identified, the grant seeker is encouraged to verify details about funding opportunities before launching into crafting a grant request. Among the US philanthropic programs included are private foundations, corporate foundations, corporate direct givers, government agencies, library and nonprofit organizations.

Inclusion Criteria

All of the funders in this directory have either made grants to libraries within the last few reporting periods or have listed libraries as a possible recipient category. For foundation sources to be included in this edition, they must have given out at least \$5,000 in grants per year or have assets of at least \$100,000. The source must have given to libraries, expressed an interest in giving in libraries, or be included in databases or directories of library grant providers.

Excluded from these listing are sources that do not accept unsolicited grant requests or only give to preselected recipients. However, funders that have given to or indicated an interest in libraries in the past, but are currently not accepting applications, have been included with such information noted.

Also excluded are funders or organizations that primarily offer awards, prizes, or scholarships, rather than grants for which libraries could apply.

METHOD OF COMPILATION

More than two years of research has gone into the compilation of this resource. Data has been gathered from a myriad of sources. Among the major sources used to identify granting sources have been: the granting sources' websites, US government agencies, foundation databases, grants databases, nonprofit organizations, library publications, and publicly available IRS 990 forms.

DATA ELEMENTS

Among the types of funders are private foundations, corporate foundations, corporate direct givers, library and nonprofit organizations, and government agencies. Because the giving program of each type of giver differs, the specific information in each profile is not the same. As much as possible, each entry includes the pertinent information a grant seeker would need to begin researching the potential funder.

Whenever available, the following elements have been included for each funder:

- Name
- Address
- Phone
- Contact(s)
- E-mail
- Website

Type of Grant Maker
 Founded (for Foundations)
 Operating Locations/Geographic Preferences
 Corporate Foundation Information (for Corporate Foundations)
 Financial Summary
 Grant Types
 Typical Recipients/Subjects of Interest
 Past Grant Recipients
 Requirements and Restrictions
 Application Procedures
 Deadlines

Name

The main profile section is arranged alphabetically by the name of the funding source. Whenever possible, the last name of the funder is used. For instance, the Eli and Edythe Broad Foundation is listed under Broad. Corporate entries are listed under the name of the company and government sources appear under the name of the agency. A funding source that is a place name, such as the Community Foundation of Broward, is listed as Broward, Community Foundation. Grants given by units of the American Library Association will be found under American Library Association, arranged by giving unit.

For corporation names and corporate foundations that are personal names, the user is advised to locate the company by surname. For instance, J. C. Penney Company Fund is listed under Penney, J. C. Professional grants available from state library associations can be found alphabetically under the name of the state.

Address, Phone, Contacts

When available, the physical location of the funding source, phone number, and key contacts are provided for each funding source. Several foundations are so small they do not provide a mailing address, but only provide online information. Others list only a post office box address or bank contact, with no website or phone number given.

E-mail

When available, the e-mail addresses are provided for the key contact or granting source in general.

Website

Website addresses are provided both for the funding source and any grant-specific information. This vital source should be consulted before any further grant preparation is begun.

Type of Grant Maker

Each funding source is categorized as one of the following:

- Foundation (meaning an independent foundation)
- Community Foundation (supporting a limited area)
- Corporate Foundation (sponsored by a commercial venture)
- Corporation (for corporate givers providing support directly from the company rather than through a Corporate Foundation)
- Government (for grants given by a governmental agency)
- Library or Nonprofit Organization

Founded

The year founded is provided for foundations since the longevity of the granter may be helpful in assessing the potential funder.

Operating Locations/Geographic Preferences

Geographic restrictions are among the most important information provided. Companies frequently elect to support projects in the areas in which they do business. Community foundations only support the local area and many foundations frequently limit giving to one location, state, or region.

Corporate Foundation Information

Some companies establish a foundation through which they funnel charitable contributions. Background information on these types of funders is provided here.

Financial Summary

The synopsis of financial data for foundations includes the organization's assets and total giving. When available, the number of grants given and ranges of these awards are provided.

Grant Types

The types of support that most libraries seek through grants are program development or seed money (to begin a new project), continuing, operating, or general support (which is just plain old unrestricted money). Therefore, this information is included first. Granting sources that provide money for building or renovation, investment, or loans are also included when provided, as well as those that will fund capital campaigns or matching grants. Other types of support that are not as relevant to libraries, such as research or scholarships, have usually been omitted.

Typical Recipients/Subjects of Interest

Many funding sources, especially the larger foundations, identify specific social problems or priorities for giving. These topics are listed, along with any other overriding interests stated by the funder.

Past Grant Recipients

A sampling of representative grants issued by the organization is provided. Examples chosen for inclusion are intended to provide libraries with an understanding of the grant size, subject, and typical recipients. Whenever possible, grant projects that bear some similarity to library service are included. For instance, prior giving to a museum or historical society may indicate a predisposition to support library service. Projects that funded community services or children's or senior programs could be seen as likely sources for a public or school library request.

Requirements and Restrictions

Many funding sources state the types of projects they will not support, such as scholarship, religious institutions, political causes, or research. Major exclusions such as these are listed, but libraries are encouraged to research each giver for specific limitations currently in place.

Application Procedures

The key elements of the application process are provided, with a listing of the types of information that may be required for requests. However, as with all of the information above, additional sources should be checked—and rechecked—before any grant proposals are submitted.

Deadlines

When available, applicable deadlines for grant submissions have been included.

PROFILES

Abbott Fund

Headquarters

100 Abbott Park Rd., D379/AP6D
Abbott Park, IL 60064-3500
Phone: 847-937-7075
www.abbottfund.org

Contact: Cindy Schwab

E-mail: cindy.schwab@abbott.com

Type of Grant Maker: Corporate Foundation

Description

Founded: 1951

Operating Locations/Geographic Preferences: Giving on a national and international basis in areas of company operations, with emphasis on AR, CA, CT, Washington, DC, IL, IN, MA, NH, NY, OH, OR, PR, TX, VA, Afghanistan, Africa, Haiti, India, Kenya, and Tanzania; giving also to national and international organizations.

Corporate Foundation Information: Corporate foundation of Abbott Laboratories

Financial Summary

Assets: \$205,032,015
Total Giving: \$26,211,738
Grant Ranges: \$2,770,000–\$1,000

Grants Information

GRANT TYPES

General, operating and continuing support, building and renovation, program development, matching, management development, sponsorships

TYPICAL RECIPIENTS/SUBJECTS OF INTEREST

Education, health organizations, science, international/foreign affairs, human services

PAST GRANT RECIPIENTS

Library or School Related

- Imperial Library Foundation, Imperial (NE), \$25,000, general support
- Baylor College of Medicine International Pediatric AIDS Initiative, Houston (TX), BIPAI Network Partnership, \$2,770,000

General

- Project HOPE—The People-to-People Health Foundation, Millwood (VA), AFI Nutrition, \$841,600
- Art Institute of Chicago, Chicago (IL), Modern Wing, \$750,000
- Kohl Children's Museum of Greater Chicago, Glenview (IL), for Science Focused Traveling Exhibit, \$600,000.

REQUIREMENTS AND RESTRICTIONS

Abbott Fund giving has 3 components: Community Vitality, Science Education, and Improving Access to Health Care. Libraries, universities, museums and health and human welfare organizations are included in the first component.

Abbott Fund is not currently accepting unsolicited grant applications.

However, at certain times unsolicited applications are accepted for grants relating to community health and well-being, science education and community outreach. Future opportunities will be posted on this website.

During periods when the Abbott Fund is accepting unsolicited grant applications as specified above, requests must be made online. See the website for details.

APPLICATION PROCEDURES

See website for eligibility test and submission guidelines

Deadlines: See website

Abbott Laboratories

See Abbott Fund

ACHELIS FOUNDATION

767 3rd Ave., 4th Fl.
New York, NY 10017-9029
Phone: 212-644-0322

www.achelis-bodman-fnds.org

Contact: John B. Krieger, Secy. and Exec. Dir.; Carmel Mazzola

E-mail: main@achelis-bodman-fnds.org

Type of Grant Maker: Foundation

Description

Founded: 1940

Operating Locations/Geographic Preferences: Giving primarily in the New York, NY area

Financial Summary

Assets: \$37,602,002
Total Giving: \$1,400,600
Number of Grants: 48
Grant ranges: \$100,000–\$400

Grants Information

GRANT TYPES

General support, program development, matching

TYPICAL RECIPIENTS

Children/youth services, education, economically disadvantaged, health care

PAST GRANT RECIPIENTS

Library or School Related

- New York Society Library, Edith Wharton Exhibition, \$15,000
- Pierport Morgan Library, General Operating Support, \$25,000
- New York Academy of Medicine Library, GIRLS (Get Into Real Life Science) Project

General

- Wildlife Conservation Society, Oceans Wonders, \$250,000

REQUIREMENTS AND RESTRICTIONS

Generally, no support for political organizations, small art, dance, music, or theater groups, national health or mental health organizations, housing, international projects, government agencies, public schools (except charter schools), or nonprofit programs and services significantly funded or wholly reimbursed by the government. No grants to individuals, or for annual appeals, dinner functions, fund-raising events, capital campaigns, deficit financing, or film or travel

APPLICATION PROCEDURES

Do not send CDs, DVDs, discs or tapes, or proposals; see website for application guidelines and procedures.

Applicants should submit the following:

1. Timetable for implementation and evaluation of project
2. Results expected from proposed grant
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. Copy of current year's organizational budget and/or project budget

ADC Foundation

See TE Foundation

ADOBE FOUNDATION

625 Townsend
San Francisco, CA 94103
Phone: 408-536-3993
[www.adobe.com/aboutadobe/philanthropy/
commgivingprgm.html](http://www.adobe.com/aboutadobe/philanthropy/commgivingprgm.html)

Does not accept applications. Only contributes to preslected organizations.

AEGON TRANSAMERICA FOUNDATION

4333 Edgewood Rd., N.E.
Cedar Rapids, IA 52499-3210
Phone: 319-355-8511
www.aegonins.com/AEGONTransamericaFoundation.aspx
E-mail: shaegontransfound@aegonusa.com

Type of Grant Maker: Corporate Foundation

Description

Founded: 1994

Operating Locations/Geographic Preferences: Primarily in areas of company operations, with emphasis on Little Rock, AR, Los Angeles, CA, St. Petersburg, FL, Atlanta, GA, Cedar Rapids, IA, Louisville, KY, Baltimore, MD, Harrison, NY, Exton, PA, Bedford and Plano, TX.

Corporate Foundation Information: Corporate foundation for AEGON USA, Inc., Life Investors Insurance Co. of America, Transamerica Financial Life Insurance Co.

Financial Summary

Assets: \$116,259,265
Total Giving: \$5,416,302
Number of Grants: 327
Grant Ranges: \$500,000–\$100

Grants Information

GRANT TYPES

Program development, general support, building/renovation

TYPICAL RECIPIENTS/ SUBJECTS OF INTEREST

Arts and culture, civic and community, education and literacy, health and welfare. Special emphasis on programs to promote financial literacy, financial security, and financial education

PAST GRANT RECIPIENTS

Library or School Related

- Enoch Pratt Free Library of Baltimore City, Baltimore (MD), general support, \$10,000
- National Czech and Slovak Museum and Library, Cedar Rapids (IA), general support, \$100,000

General

- University of Iowa Foundation, Iowa City (IA), general support, \$500,000
- United Way of East Central Iowa, Cedar Rapids (IA), general support, \$225,000

REQUIREMENTS AND RESTRICTIONS

No support for athletes or athletic organizations, fraternal organizations, political parties or candidates, religious or social organizations. No grants to individuals, or conference, seminars, or trips, courtesy or goodwill advertising, fellowships, K–12 school fund-raisers or events, or political campaigns.

APPLICATION PROCEDURES

Visit website for company facility addresses. Applicants should submit the following:

1. Name, address and phone number of organization
2. Contact person
3. Detailed description of project and amount of funding requested
4. Copy of IRS Determination Letter
5. Brief history of organization and description of its mission
6. Listing of board of directors, trustees, officers and other key people and their affiliations
7. Copy of most recent annual report/audited financial statement/990
8. Statement of problem project will address
9. Population served
10. Qualifications of key personnel

11. How project's results will be evaluated or measured
12. Copy of current year's organizational budget and/or project budget
13. How project will be sustained once grant-maker support is completed
14. Listing of additional sources and amount of support
15. Plans for cooperation with other organizations, if any

AHMANSON FOUNDATION

9215 Wilshire Blvd.
Beverly Hills, CA 90210-5501
Phone 310-278-0770

www.theahmansonfoundation.org

Contact: Yvonne deBeixedon, Grants Admin.

E-mail: info@theahmansonfoundation.org

Type of Grant Maker: Foundation

Description

Founded: 1952

Operating Locations/Geographic Preferences: Giving primarily in southern CA, with emphasis on the Los Angeles area

Financial Summary

Assets: \$948,985,204
Total Giving: \$43,419,929
Number of Grants: 546
Grant Ranges: \$2,000,000–\$1,000; average:
\$75,000–\$1,000,000

Grants Information

GRANT TYPES

General support, building/renovation, land acquisition

TYPICAL RECIPIENTS/SUBJECTS OF INTEREST

Emphasis on education at all levels, libraries, museums, the arts and humanities, health and medicine, and a broad range of human service programs. Adult education, including literacy and basic skills, education, reading; elementary school/education; health care; children/young adults

PAST GRANT RECIPIENTS

Library or School Related

- Independent School Alliance for Minority Affairs, Los Angeles (CA), minority student placement program, \$35,000

General

- Teach for America, New York (NY).
- Los Angeles Corps Program, \$250,000
- Boys and Girls Club of Hollywood, Hollywood (CA). Repairs to roof and renovation, \$70,000
- Great Beginnings for Black Babies, Inglewood (CA). Relocation expenses, \$50,000

REQUIREMENT AND RESTRICTIONS

No support for religious organizations for sectarian purposes, or advocacy or political organizations. No grants to individuals, or generally for continuing support, endowed chairs, annual campaigns, deficit financing, professorships, internships, film production, media projects, general research and development, workshops, studies, surveys, operational support of regional and national charities, underwriting, or exchange programs.

APPLICATION PROCEDURES

Submission Guidelines: Fax or e-mail requests not accepted. Application form not required. Applicants should submit:

1. Signature and title of chief executive officer
2. Brief history of organization and description of its mission
3. Descriptive literature about organization
4. Detailed description of project and amount of funding requested
5. Copy of current year's organizational budget and/or project budget

Deadlines: None

Air Products and Chemicals, Inc.

Headquarters

Corporate Giving Program
7201 Hamilton Blvd.
Allentown, PA 18195-1501
Phone: 610-481-4911

www.airproducts.com/social_responsibilities

Contact: Laurie Gostley-Hackett, Mgr., Community Rels. and Philanthropy

E-mail: gostlelj@airproducts.com

Type of Grant Maker: Corporation

Description

Founded: 1940

Operating Locations/Geographic Preferences: Giving primarily in areas of company operations and Allentown, PA

Corporate Information: In addition to its foundation (see Air Products Foundation) company also makes charitable contributions to nonprofit organizations directly.

Financial Summary

N/A

Grants Information

GRANT TYPES

Program development, matching, general and operating support, volunteering, donated equipment

TYPICAL RECIPIENTS/SUBJECTS OF INTEREST

Education (including higher education), arts, economic development, human services

APPLICATION PROCEDURES

Contact Corporate Relations Department at headquarters or nearest company facilities for giving procedures

Deadlines: none

AIR PRODUCTS FOUNDATION

7201 Hamilton Blvd.
Allentown, PA 18195
Phone: 610-481-4911

www.airproducts.com/company/Sustainability/corporate-citizenship.aspx

Contact: Timothy J. Hold, Pres.

E-mail: corpresa@airproducts.com

Type of Grant Maker: Corporate Foundation

Description

Founded: 1979

Operating Locations/Geographic Preferences: Giving on a national basis in areas of company operations.

Corporate Foundation Information: Corporate foundation of Air Products and Chemicals, Inc. (see listing)

Financial Summary

Assets: \$63,190,460

Total Giving: \$3,770,653

Grants Information

GRANT TYPES

General and operating support, annual campaigns, matching

TYPICAL RECIPIENTS/SUBJECTS OF INTEREST

Education, arts and culture, environment, health, safety and sustainability, human services and community development

PAST GRANT RECIPIENTS

General

- United Way, \$25,000
- American Red Cross, Washington, DC, \$25,000

REQUIREMENTS AND RESTRICTIONS

Applicants must have tax-exempt status. No grants to individuals, sectarian or denominational organizations, political organizations, veterans organizations, service clubs, or labor groups.

APPLICATION PROCEDURES

Application form not required. See website for details.

Deadlines: May 15

AKC Fund

Headquarters

6 W. 48th St., 10th fl.
New York, NY 10038
Phone: 212-812-4362
Fax: 212-812-4395

Currently supporting trustee-sponsored projects only.
Unsolicited requests for funds not accepted.

Alaska State Library

Headquarters

PO Box 110571
333 Willoughby Avenue, 8th floor
Juneau, AK 99811-0571
Phone: 907-465-2920
Fax: 907-465-2151
www.library.state.ak.us
E-mail: asl@alaska.gov or asl.historical@alaska.gov
Type of Grant Maker: Government

Description

PUBLIC LIBRARY ASSISTANCE GRANTS

Alaska public libraries and combined school public libraries may apply for the Public Library Assistance grant each year. In order to receive this grant, the library must continue to meet a variety of ongoing eligibility requirements. Grant funds may be used to pay staff, purchase library materials, or pay for any other daily operating cost of the library.

INTERLIBRARY COOPERATION GRANTS

Each year, the State Library funds a limited number of grants which have statewide significance or direct impact on library users. Libraries of all types are encouraged to submit applications for interlibrary cooperation grants. Grants have been awarded for a wide variety of projects, such as reading incentive programs, automation projects, computers and printers for public use, and the development of special programs for patrons. To see the broad range of grants awarded in recent years, please look at the summaries of interlibrary cooperation, regional services, and netlender reimbursement grants.

CONTINUING EDUCATION GRANTS

In order to help public libraries meet the continuing education requirement for the Public Library Assistance Grant, the State Library encourages staff in public or combined school public libraries to apply for continuing education grants, an ongoing grant program that reimburses the cost of training. Every library director must attend at least 6 hours of training once every two years

for her library to remain eligible for the public library assistance grant. Public libraries that are currently receiving the Public Library Assistance Grant program may apply for financial assistance for two events, conferences, or courses per fiscal year. The proposed CE opportunities must be approved in advance by the State Library Continuing Education Coordinator. Actual costs, not to exceed \$1,000 for in-state training and \$1,500 for out-of-state training, will be reimbursed.

REQUIREMENT AND RESTRICTIONS

Vary according to program

APPLICATION PROCEDURES

See website

Deadlines: April

Alcoa Foundation

Headquarters

Alcoa Corporate Ctr.
201 Isabella St.
Pittsburgh, PA 15212-5858
Phone: 412-553-2348
www.alcoa.com/global/en/community/foundation.asp
E-mail: alcoafoundation@alcoa.com
Type of Grant Maker: Corporate Foundation

Description

Founded: 1952

Operating Locations/Geographic Preferences: Giving on a national and international basis in areas of company operations, with emphasis on New York, NY, Pittsburgh, PA, Africa, Asia, Australia, Canada, Caribbean, Central America, Europe, Mexico, and South America.

Corporate Foundation Information: Supported by Aluminum Co. of America and Alcoa Inc. (see listing)

Financial Summary

Assets: \$435,170,273
Total Giving: \$16,222,038
Number of Grants: 1,057
Grant Ranges: \$778,404–\$100

Grants Information

GRANT TYPES

Program development, annual campaigns, building and renovation, continuing support, matching, sponsorships, employee volunteering

TYPICAL RECIPIENTS/SUBJECTS OF INTEREST

Education, the environment and sustainable design

GIVING PROGRAMS INCLUDE

Education

With special emphasis on education, training programs, and teaching in the areas of science, technology, engineering, and math; environment, including environmental awareness.

Empowerment

To develop life and professional skills in youth and promote self-sufficiency and sustainable livelihood, with special emphasis on programs designed to increase diversity by engaging girls, women, and other underrepresented groups.

Advancing Sustainability Research Initiative

With special emphasis on research focusing on energy and environmental economics; materials science and engineering; natural resource management; and sustainable design.

Alcoa Global Service Leaders Scholarship

Alcoa Sons and Daughters Scholarship Program

Alcoans Coming Together In Our Neighborhoods (ACTION)

Providing grants of up to \$3,000 to nonprofit organizations with which a team of five or more employees of Alcoa volunteers at least 4 hours on a community service project.

Bravo!

Awarding \$250 grants to nonprofit organizations and non-governmental organizations with which employees of Alcoa volunteer at least 50 hours.

PAST GRANT RECIPIENTS

Library or School Related

- City Year, Boston (MA). For South Bronx Team Sponsorship Program, \$225,000

General

- American Association of University Women, Torrance (CA). For Tech Trek Science Camp for Girls, \$22,500

- Change the Equation, Washington, DC. For Change the Equation, Science, Technology, Engineering and Mathematics (STEM) program, \$75,000

REQUIREMENTS AND RESTRICTIONS

No support for political or lobbying organizations, sectarian or religious organizations not of direct benefit to the entire community, private foundations, or trust funds. No grants to individuals or for endowments, capital campaigns, debt reduction, or general operating support, fund-raising events or sponsorships, trips, conferences, seminars, festivals, one-day events, documentaries, videos, or research projects/programs, or indirect or overhead costs.

APPLICATION PROCEDURES

Submit proposal to nearest company facility

Deadlines: Contact nearest company facility

ALCOA, INC.

Corporate Contributions Program

Corporate Center

390 Park Ave.

New York, NY 10022-4608

Phone: 212-836-2600

www.alcoa.com/global/en/community/foundation

Type of Grant Maker: Corporation

Description

Founded: 1888

Corporate Information: In addition to its foundation (see Alcoa Foundation), company also makes charitable contributions to nonprofit organization directly.

Operating Locations/Geographic Preferences: Given on a national and international basis in areas of company operations.

Financial Summary

Total Giving: \$16,889,826

Grants Information

GRANT TYPES

General and operating support

TYPICAL RECIPIENTS/SUBJECTS OF INTEREST

Education, economic and community development, environment

APPLICATION PROCEDURES AND DEADLINES

Contact nearest company location through website:
www.alcoa.com/global/en/about_alcoa/map/globalmap.asp?lc=16&country=United_States

Aldridge, Tom S. and Marye Kate Charitable & Educational Trust

Headquarters

3035 N.W. 63rd St., Ste. 207N
Oklahoma City, OK 73116-3606

www.aldridgefoundation.org

Contact: Robert S. Aldridge, Dir.

E-mail: aldro@accessacg.net

Type of Grant Maker: Foundation

Description

Founded: 1995

Operating Locations/Geographic Preferences: Giving primarily in Escambia and Santa Rosa counties, FL, Pottawatomie, Grady, Oklahoma and Cleveland counties, OK, and Hunt, Raines and Brazoria counties, TX.

Financial Summary

Assets: \$3,308,555

Total Giving: \$86,700

Grants Information

GRANT TYPES

Matching, continuing support

TYPICAL RECIPIENTS/SUBJECTS OF INTEREST

Education and child development

PAST GRANT RECIPIENTS

Library or School Related

- Lone Oak Library, \$10,000, continuing support

General

- Selmon living lab, furniture, \$1,000
- UCO Dancing with Downs, \$2,000

REQUIREMENTS AND RESTRICTIONS

No grants to individuals, or for construction or repairs, retirement of debt, day to day operations, or fund-raising activities.

APPLICATION PROCEDURES

Agencies requesting a grant should submit a concept letter in duplicate no later than April 30. This concept letter of two typewritten pages or less must include:

- Verification of 501(c)(3) status
- Purpose and goals
- Number of persons to benefit
- Name and qualifications of person(s) responsible
- Amount requested to fund program
- Matching funds and their source
- A program evaluation guideline

After review, agency may be asked to submit full proposal.

Deadline: April 30

Alexander, Joseph Foundation, Inc.

Headquarters

110 E. 59th St.
New York, NY 10022-1304

Contact: Robert Weintraub, Pres.

Type of Grant Maker: Foundation

Description

Founded: 1960

Operating Locations/Geographic Preferences: Giving primarily in New York, NY

Financial Summary

Assets: \$14,595,577

Total Giving: \$679,500

Grants Information

GRANT TYPES

Program development, annual and capital campaigns, general and operating support, building and renovation

TYPICAL RECIPIENTS/SUBJECTS OF INTEREST

Higher education, health organizations and medical research, optic nerve research, social services, and Jewish organizations.

PAST GRANT RECIPIENTS

Library or School Related

- Albert Einstein College of Medicine of Yeshiva University, Bronx (NY), \$25,000

General

- Jewish Museum, New York (NY), \$15,000
- International Center of Photography, New York (NY), \$5,000

REQUIREMENTS AND RESTRICTIONS

None listed.

APPLICATION PROCEDURES

Send letter requesting application guidelines.

Deadlines: None

Allegheny Foundation

Headquarters

1 Oxford Ctr.
301 Grant St., Ste. 3900
Pittsburgh, PA 15219-6401
Phone: 412-392-2900

www.scaife.com/alleghen.html

Contact: Matthew A. Groll, Exec. Dir.

Type of Grant Maker: Foundation

Description

Founded: 1953

Operating Locations/Geographic Preferences: Giving primarily in western PA, with emphasis on Pittsburgh

Financial Summary

Assets: \$49,479,642

Total Giving: \$5,284,000

Number of Grants: 54

Grant Ranges: \$1,250,000–\$4,500

Grants Information

GRANT TYPES

Program development, general and operating support, seed money

TYPICAL RECIPIENTS/SUBJECTS OF INTEREST

Historic preservation, education, and community development.

PAST GRANT RECIPIENTS

General

- Westmoreland Museum of American Art, Greensburg (PA). For general operating support, \$150,000
- Pittsburgh History and Landmarks Foundation, Pittsburgh (PA). For program support, \$500,000
- River City Brass Band, Pittsburgh (PA). For general operating support, \$50,000
- Commonwealth Education Organization, Pittsburgh (PA). For program support, \$25,000

REQUIREMENTS AND RESTRICTIONS

No grants to individuals, or for endowment funds, event sponsorship, capital campaigns, renovations, government agencies, scholarships, fellowships, or loans.

APPLICATION PROCEDURES

Initial inquiries to the Foundation should be in letter form signed by the organization's President, or authorized representative, and have the approval of the Board of Directors. The letter should include a concise description of the specific program for which funds are requested. Additional information must include a budget for the program and for the organization, the latest audited financial statement and annual report. A copy of the organization's current ruling letter evidencing tax exemption under Section 501(c)(3) of the Internal Revenue Service Code is required. Additional information may be requested if needed for further evaluation.

Grant application letters should be addressed to:

Mr. Matthew A. Groll
Executive Director
Allegheny Foundation

One Oxford Centre
301 Grant St., Suite 3900
Pittsburgh, PA 15219-6401

Deadlines: None

Allen Foundation (Paul G. Family)

Headquarters

505 5th Ave., S., Suite 900
Seattle, WA 98104-3821
Phone: 206-342-2039

Pgafamilyfoundation.org

Contact: Lisa Arnold, Grants Manager

E-mail: info@pgafamilyfoundation.org

Type of Grant Maker: Foundation

Description

Founded: 2005

Operating Locations/Geographic Preferences: Pacific Northwest, including AK, ID, MT, OR and WA

Financial Summary

Assets: \$17,000,000
Total Giving: \$14,690,000
Number of Grants: 200
Grant Range: \$1,000,000–\$100; Average
\$200,000–\$45,000

Grants Information

GRANT TYPES

Program development, building/renovation, capital campaign

TYPICAL RECIPIENTS/SUBJECTS OF INTEREST

Strengthen the role of public libraries in connecting people to information, help librarians increase use of public library services and cultivate interest in book-centered programs

PAST GRANT RECIPIENTS

Library or School Related

- Univ. of Washington, Asset-building programs, \$300,000

General

- Idaho Foodbank Warehouse, Building project, \$230,000
- Boise Art Museum, Exhibition, \$40,000

REQUIREMENTS AND RESTRICTIONS

Application is by invitation only. However, organizations are encouraged to contact the foundation website to see if their projects are within the parameters of the foundation.

ALLIANT ENERGY FOUNDATION, INC. (SEE ALSO ALLIANT ENERGY CORP.)

4902 N. Biltmore Ln., Ste. 1000
Madison, WI 53707-1007
Phone: 608-458-4483

[www.alliantenergy.com/Community/
CharitableFoundation/index.htm](http://www.alliantenergy.com/Community/CharitableFoundation/index.htm)

Contact: Julie Bauer, Exec. Dir.

E-mail: foundation@alliantenergy.com

Type of Grant Maker: Corporate Foundation

Description

Founded: 1984

Operating Locations/Geographic Preferences: Giving limited to areas of company operations in IA, MN, and WI.

Corporate Foundation Information: Supported by Alliant Energy Corp., Wisconsin Power and Light Co. and Interstate Power and Light Co.

Financial Summary

Assets: \$17,141,338
Total Giving: \$3,224,240

Grants Information

GRANT TYPES

Program development, annual campaigns, building and renovation, continuing support, matching, employee volunteering, seed money