

Grant Program

of

The

Schenectady

Foundation

February 2007

www.schenectadyfoundation.org

2007 Grant Program

The Schenectady Foundation

The Schenectady Foundation plans to invest approximately \$900,000 in the community in the 2007 grant (calendar) year via the following process:

- **Open Proposals:** The Foundation will grant about one third of its funding (\$300,000) via an open request for proposals for projects that respond to community need. All proposals from qualified applicants will be considered, however, proposals that substantively address the emphasis areas of Community Health & Basic Needs and Youth Achievement will be given strongest consideration. All proposals must meet the Foundation's guidelines and criteria.

Due date for Concept Proposals for the Open Proposal process is May 11th.

- **Child Health & Development Proposals:** The Foundation will grant approximately 35% (\$320,000) via a targeted request for proposals for projects that respond to specific issues affecting the health and development of young children (age birth to six years).

Proposals that support, complement, supplement, and/or collaborate with the Foundation's existing Child Health & Development grants will receive priority (see attached list of grants).

Due date for Concept Proposals for Child Health & Development grants is August 24th.

- **Health Care System Grants:** The Foundation intends to support initiatives to improve the functioning of the health care system in Schenectady County, including but not limited to needs arising from the NYS Berger Commission recommendations.
- **Research, Planning & Analysis:** The Foundation plans to grant about 4% of grant funds (\$35,000) in research, planning and analysis to support advancement of strategic resource investment by the Foundation and by the community. Research projects may be submitted throughout the year upon consultation with the Foundation's staff.

Proposals that effectively advance the *Schenectady County Long Term Care Consortium Strategic Plan* recommendations, or address the area of **Child Health & Development** will receive priority.

Technical assistance is available for all proposals upon request from the Foundation's staff.

Eligibility

Applicants must be non-profit corporations registered with the NYS Office of Charities Registration, and designated a 501c3 tax-exempt organization by the IRS. Generally, local governments – counties, cities, towns or villages – are not eligible to receive grants. Proposals representing single religious organizations are also ineligible.

Applicant Requirements

The following information is required of all applicant organizations:

- ▶ 501(c) 3 letter of determination issued by the Internal Revenue Service
- ▶ List of current board of directors
- ▶ Copy of the most recently filed Form 990 with schedules
- ▶ Organization's current fiscal year budget approved by board of directors
- ▶ Grant Proposal cover letter must be signed by organization's chief volunteer and chief professional officers

All grant materials are available at the Foundation's website: www.schenectadyfoundation.org

2007 Grant Program Calendar

February	2007 Grant Program and calendar published: www.schenectadyfoundation.org
March	Grant orientation workshops – <i>Schedule to be announced</i> Technical Assistance available to applicants as requested
April	Technical Assistance for Open RFP Grant Proposals
May	Concept Proposals due for Open RFP – <i>May 11th</i>
June	Open RFP Concept Proposals Reviewed Open RFP Grant Proposals requested – <i>June 27th</i>
August	Open RFP Grant Proposals Due – <i>August 17th</i> Child Health & Development Concept Proposals Due – <i>August 24th</i>
September	Open RFP Grant Proposals Reviewed Open RFP Grant Notifications – <i>September 26th</i> Child Health & Development Concept Proposals Reviewed Child Health & Development Grant Proposals Requested – <i>September 26th</i> Technical Assistance for Child Health & Development Grant Proposals
October	Technical Assistance for Child Health & Development Grant Proposals
November	Child Health & Development Grant Proposals Due – <i>November 2nd</i>
December	Child Health & Development Grant Proposals Reviewed Child Health & Development Grant Notifications – <i>December 5th</i>

Grant Emphasis Areas

Focus of the Foundation's Grants

The Schenectady Foundation has established **Grant Emphasis Areas** to focus its grants on projects of significance to the community. Proposals that are responsive to the **Grant Emphasis Areas** receive strongest consideration. Proposals that do not specifically address one of the areas are accepted for review if they are submitted by eligible organizations. The following are the **Grant Emphasis Areas**:

Child Health & Development

Vision: TSF grants help children to be born healthy, reach appropriate developmental milestones, and enter school prepared to succeed.

Funding Target: Approximately 35% of all grant funds – about \$320,000 -- will be invested in Child Health & Development.

Strategy: Proposals must demonstrate positive outcomes for the health and development of children from ages 0-6. Of particular interest are projects targeted to populations most at-risk of poor birth outcomes, developmental delays, and educational or behavioral special needs. Funding may be requested for operating and/or capital expenses.

Community Health & Basic Needs

Vision: The overall health and basic needs of people, neighborhoods and communities in Schenectady County will be supported and improved.

Strategy: Proposals must show how the project will contribute to improvements in the overall health of the community and its residents, and/or support the provision of basic needs that are not provided by other sources. The term Community Health may be broadly interpreted, applying to physical, mental or economic health – any **significant** factors that contribute to the health and well-being of people and neighborhoods. Funding may be requested for operating and/or capital expenses.

Youth Achievement

Vision: TSF grants contribute to the improved success and achievement of youth (Grades 1-12) in school, within their families, and in the community.

Strategy: TSF seeks proposals that provide youth with opportunities leading to scholastic achievement, strengthen their connections with their families and community, and help them

attain skills, experience and knowledge that contribute to their success. Proposals should demonstrate a measurable improvement in the condition of youths and their families. TSF is especially interested in proposals serving youths in areas of the county which are underserved. Funding may be requested for operating and/or capital expenses.

Research, Planning & Analysis

Vision: TSF will commission or support research and planning initiatives that help the community to better understand the dynamics of critical issues, and to develop strategies to more effectively deal with and resolve those issues.

Funding Target: Approximately \$35,000 will be invested in Research, Planning & Analysis.

Strategies: TSF seeks proposals that lead to successful funding and service strategies. Given the potential for changes in funding from both public and private funders, the Foundation is looking for planning that leads to innovative service delivery, effective collaboration, or that assists organizations to consolidate programs and services.

Proposals that effectively advance the *Schenectady County Long Term Care Consortium Strategic Plan* recommendations, or address the area of **Child Health & Development** will receive priority.

For clarification on the Grant Emphasis Areas, contact the Foundation's staff:

Robert A. Carreau

(518) 272-6402

racarreau@scheneectadyfoundation.org

Grant Guidelines

Requirements and Expectations

The following are the basic requirements for The Schenectady Foundation's grant process – an articulation of the Foundation's expectations for applicants.

Eligibility

Applicants must be non-profit corporations registered with the NYS Office of Charities Registration, and designated as a 501 c3 tax-exempt organization by the IRS.

Generally, local governments – counties, cities, towns or villages – are not eligible to receive grants. Proposals representing single religious organizations are also ineligible.

Applicant Requirements

The following information is required of all applicant organizations:

- ▶ 501(c) 3 letter of determination issued by the Internal Revenue Service.
- ▶ List of current board of directors.
- ▶ Copy of the most recently filed Form 990 with schedules.
- ▶ Organization's current fiscal year budget approved by board of directors.
- ▶ Grant Proposal cover letter must be signed by organization's chief volunteer and chief professional officers.

Grant Type

The Foundation makes grants for capital improvements, equipment and for program operating expenses. Regardless of the type of grant requested, applicants must establish their ability to complete and sustain projects beyond the Foundation's funding. Grants may also be requested for a mix of capital and operating expenses.

Grant Size

There is no minimum or maximum size for grant requests. The Foundation expects to make a mix of grants in terms of size. Applicants may find their investment of time in the grant process is not conducive to small requests (\$5,000 or less).

Over the past several years the Foundation has awarded about 12 grants per year at an average of about \$60,000 per grant. The largest grant in 2006 was \$100,000 and the smallest grant amount was \$15,000.

The Foundation will rarely be the primary source, and almost never the sole source, of funding for any one project. At the same time, the grant amount requested should enable the organization to successfully complete the project.

Multi-year Grants

The Foundation has made a number of grants payable over a period of time (usually not more than five years). Applicant organizations may wish to suggest a grant payment schedule if the request is significant or if the project is to be conducted in distinct phases.

Organizations may also apply for multi-year program operating grants. If funded, the annual grant payment is likely to be reduced over the period of the grant.

Matching Grants

The Schenectady Foundation has found it helpful to the success of projects to set grant conditions that challenge the applicant organization to reach beyond traditional or expected sources of funding. Matching grants are sometimes used to stimulate the organization's fund development efforts, and to help the project achieve a more diverse funding base.

Re-application

Organizations may apply for a new grant no sooner than one year following the date of the final payment on their previous grant. However, frequent repeated requests, particularly those outside of the Foundation's Grant Emphasis Areas, are discouraged.

Some organizations may be invited to reapply based on their demonstrated ability and capacity to manage projects that are responsive to the Foundation's interests.

References

What key people and constituents outside of an applicant organization think about a proposed project provides valuable insight to both the applicant and the Foundation. The Foundation will seek the perspective of other funders, organization leaders, constituents and customers of the applicant organization to add value to its deliberations.

References are not intended as endorsements of the proposal. Generic letters of support from community or political leaders are of relative little benefit to the deliberations of the Foundation. Of greater use are the perspectives of people knowledgeable of the project and its ramifications for the community.

Statement of Grant Intent

The Schenectady Foundation invests in projects that benefit people who live or work in Schenectady County, NY. The Statement of Grant Intent describes the overarching principles guiding the Foundation's grant program. These are:

Community Benefit

The Schenectady Foundation's grants are intended to achieve a community benefit or resolve a community problem. The needs of applicant non-profit businesses are **not** an emphasis of the Foundation's grants.

Promote Change!

Grants are intended to promote change and improvement in the community. The project must demonstrate that it is on a scale sufficient to achieve meaningful changes, and that the grant request is also adequate to make the project successful.

Diverse Community Support

Projects need to demonstrate financial support from the community, including other private foundations or funders. While The Schenectady Foundation may be a significant funder for a project, it will rarely be the only source of private funds.

Serve the Entire County

The Foundation supports projects throughout Schenectady County, as well as those in adjoining areas that benefit people who live or work in Schenectady County. The Foundation's distribution of grant funds is intended to serve the entire County.

Benefit People Most in Need

The Schenectady Foundation takes a special interest in those projects that impact the most economically distressed people, neighborhoods and communities in the County.

Leadership

Skilled, passionate leadership is a key to success. Knowing who will lead the charge for the project and drive it to completion is a critical element in the grant process.

Self-Sustaining

The Foundation does not support new programs or expansion of existing programs without a valid plan for sustaining them. The Foundation is unlikely to approve a grant without strong evidence that the program (or facility) can be sustained.

Build Capacity

TSF values projects that build or enhance an organization's or the community's capacity to provide service. The Foundation's grants improve the effectiveness of programs, fill a service niche, or develop underutilized assets of the community.

Financial Need

Proposals must establish their financial need for support of the project. Unrestricted funds available to the organization are considered in the grant decisions.

Effective Collaboration

Projects that establish collaborations with other organizations and services in the community, in order to increase their potential to achieve change, are of special interest to the Foundation.

Grant Criteria

Community Benefit and Value

Projects demonstrating a benefit to people in the community are valued over those that predominantly benefit the applicant organization. It is important to articulate how support of the project will, directly or indirectly, connect to improvements external to the applicant organization.

- Does the project provide a clear and **measurable** benefit to the community?
- Does the project **substantively** address one of the Foundation's **Grant Emphasis Areas**?
- Is the project clear on its target population or area of impact?
- What is the **value** of the benefit to the community and to the population served?

Change

Specifically, how will the project contribute to change? That is, how, for whom and to what extent will the community benefit be realized?

- Will the project achieve an observable change in the community, or in the people served?
- Is the degree of change compelling?
- Is the applicant clear as to how they will know the project is successful?
- Specifically, how will progress and success be measured and reported?

Leadership

Successful projects – particularly those seeking break-through change – usually hinge on leadership; the people who play key roles in making the project work.

- Is there a skilled and passionate champion of the project?
- Are the leaders and key people trained, effective and committed?
- Is the support of the board/volunteers evident, strong and likely to be important?

Achieving and Sustaining Success

A project that cannot be sustained is usually a poor investment. There are a number of factors that contribute to achieving and sustaining success:

- Can the project be sustained financially *and* programmatically?
- Does the project have community support?
- Does the project have diverse funding streams? Is it *overly* reliant on “*iffy*” sources?
- Is there a workable plan of action to guide the implementation of the project to results?
- How risky is the project in terms of its track record and the barriers to success?
- Is the potential outcome of the project worth the risk?

Return on Investment (ROI)

Return on Investment addresses the value of the project results in relation to the financial investment of implementation -- whether it is cost effective to support the project.

- What is the measurable benefit of the project relative to the expense?
- Do the benefits justify the expense?
- Will the project realize efficiencies over time that make it a sound investment?
- What is the cost of the project relative to the cost of **not** successfully undertaking it?
- Will there be savings or added revenues in other program areas (e.g. reducing the need for public assistance)?
- Are there other investments that would realize a higher ROI?
- What have been the experiences of similar projects, and their results?

The criteria listed above are applied to each proposal received by the Foundation, and are used to guide the grant decisions of the Distribution Committee.

Grant Process Steps

The Schenectady Foundation uses a two-tiered process to review and select grant proposals for consideration. Applicants must first submit a **Concept Proposal**. If the Concept Proposal is accepted, the applicant is asked to complete a **Grant Proposal**.

Organizations interested in applying for a grant should:

1. Contact the Foundation's staff for guidance on the grant process.
2. Carefully read the grant materials and instructions.
3. Review the Foundation's **Grant Emphasis Area, Statement of Grant Intent and Grant Guidelines**.

Step 1: The Concept Proposal

The Concept Proposal is exploratory -- intended to provide a clear snapshot of the project that enables the Foundation to determine its level of interest. The applicant is provided with feedback on the project before investing time in an exhaustive grant proposal. The Concept Proposal should be brief – a concise cover letter, a project overview page, and no more than two pages in response to the Concept Proposal topics.

The Foundation will review each Concept Proposal and respond in one of three ways:

- A **Grant Proposal** may be requested for projects in which there is an interest. Submission of a grant proposal does not guarantee that a grant will be made.
- The Concept Proposal may be tabled in order to obtain additional information.
- The Concept Proposal may be declined. No further action will be taken on the proposal.

Step 2: Grant Proposal

The Grant Proposal elaborates on information in the Concept Proposal. A project budget and an organizational budget are required, along with responses to the Grant Proposal topic areas. The Foundation's staff will discuss the Grant proposal process with the applicant, and identify issues requiring amplification in the Grant Proposal.

The Grant Proposal should be carefully prepared to provide the information requested in a concise, clear manner. Brevity is encouraged, and every effort should be made to limit the proposal to a cover letter, a project overview page and four pages of narrative in response to the questions.

Step 3: Grant Awards

Applicants will normally receive a response to the grant proposal within five weeks of the submission date. A letter specifying the amount of the grant and any requirements, conditions or restrictions will be sent to the grantee at the time the grant is approved. The letter will usually specify the schedule for grant payments.

Step 4: Monitoring and Reporting

Grant recipients will be required to report on the progress of their project. Foundation staff will request information substantiating project completion, and/or indicating the results of the project. In many cases a portion of the grant payment will be withheld until the project is completed, required reports have been received or certain conditions are met.

Typical reporting requirements include:

- Verification of the use of Foundation funds
- Financial report on the project
- Program or project results report
- Site visit and/or meetings with staff and board leaders

Step 5: Promotion

Grantee organizations are encouraged to promote the grant to the media, in their newsletters, at events or in other appropriate ways. Foundation staff will work with each grantee to provide support to this effort.

Concept Proposal

Instructions

The first step in The Schenectady Foundation's (TSF) grant application is submission of a Concept Proposal. The Concept Proposal consists of the following:

1. A cover letter (one page) on the organization's letterhead introducing the proposed project, signed by the Chief Professional Officer or Chair of the Board of Directors.
2. Project Overview (one page).
3. Response to Concept Proposal questions limited to two pages.
4. Enclose required organizational documents.

Additional supporting information may be attached upon consultation with the Foundation's staff.

Submitting the Concept Proposal

Prior to beginning work on your Concept Proposal, you are urged to consult with the Foundation's staff for guidance and technical assistance.

Concept Proposals are due periodically throughout the year (see grant announcement for details). One hard copy of the Concept and required enclosures should be provided, post marked no later than the due date. An electronic file of the Proposal must be submitted via e-mail, and must be received by the Foundation on or prior to the due date. Enclosures do not need to be e-mailed unless they are easily provided in electronic format.

Please do not staple, clip or bind pages together, or place the proposal in a folder!

Send the completed Concept Proposal to the Foundation's staff:

Robert A. Carreau
Outcomes Work, LLC
PO Box 125
Wynantskill, NY 12198

Telephone: (518) 272-6402
Fax: (518) 272-6402
E-mail: racarreau@schenectadyfoundation.org

Required Enclosures

Please enclose the following information with your Concept Proposal. Concept Proposals will not be considered prior to the submission of these documents.

1. Letter of determination from the IRS granting 501c3 tax exemption.
2. List of current board of directors.
3. Copy of the most recently filed Form 990 with schedules.

The Schenectady Foundation Concept Proposal

Project Overview

Please provide the following information on one page:

- ▶ Name of Applicant Organization
- ▶ Name of the Proposed Project with a one sentence description of the project.
- ▶ Start and end dates for the Proposed Project
- ▶ Organization Mission Statement
- ▶ Identify the Grant Emphasis Area of the Foundation this project addresses (if any), and briefly describe how the project responds to the Emphasis Area
- ▶ Total project cost
- ▶ Amount of grant requested from The Schenectady Foundation
- ▶ Contact person
- ▶ Contact person Telephone Number
- ▶ Contact person E-mail Address
- ▶ Executive Director/CEO Contact Information (if not the primary contact person for the grant)
- ▶ Fax Number
- ▶ Mailing Address
- ▶ Organization's web site address
- ▶ Enclosure Check List: (please check below for each enclosure)
 - Letter of determination from the IRS granting 501c3 tax exemption.
 - List of current board of directors.
 - Copy of the most recently filed Form 990 with schedules.

The Schenectady Foundation

Concept Proposal

Concept Proposal Topics

Please address the following topics in the order provided. Response to this section is limited to two single-spaced pages. Please label each topic area. Font size should be easily readable (minimum size 11 for most fonts). Margins should be a minimum of 1" on all sides of the page. Proposals not properly formatted will be returned.

Note ~ proposals that are difficult to read generally do not fare well ~ be kind to the eyes!

Project Description:

Provide a description of the proposed project that includes the following:

- Name of the Project and its purpose(s).
- Identification of the **Grant Emphasis Area** addressed by the project, and how the project is responsive to each area.
- If the project is not clearly linked to one of the Grant Emphasis Areas, please briefly discuss why it deserves consideration by the Foundation.
- Discussion of specific problems or issues the project seeks to address.
- Description of the benefit of the project to the community and to the population served.

Organization Profile:

Briefly describe the programs and services provided by the applicant organization. Why is the project appropriate for this organization, and why is the applicant organization seeking to implement the project at this particular time?

Change/Result:

Describe the change/improvement or result that will be realized if the project is successful. Why is the change/improvement or result desirable to the people or population served? In what way is the change/improvement or result valuable to the broader community?

Evaluation:

Indicate the method for evaluating project effectiveness or impact. How will you know that the project is successful? When will success be verifiable?

Support:

Identify sources of support for the project. Have other foundations or funders been asked to support the project? Has the project received funding commitments? What people and organizations will be important to the project's success and sustainability?

Additional supporting information may be attached upon consultation with the Foundation's staff.

The Schenectady Foundation Open RFP Grant Proposal

Instructions

Upon acceptance of a *Concept Proposal*, applicants are asked to submit a Grant Proposal. The Grant Proposal consists of the following:

- A cover letter (one page) on the organization's letterhead requesting a grant, signed by the Chief Professional Officer **and** Chair of the Board of Directors.
- Grant Proposal Overview (one page).
- Response to Grant Proposal topics limited to four pages.
- Enclose required organizational documents.

Additional documentation may be attached upon consultation with the Foundation's staff.

Submitting the Grant Proposal

The due date of Grant Proposal will be indicated in the letter from the Foundation requesting the proposal. One hard copy of the Grant Proposal should be provided along with required enclosures, and should be postmarked no later than the due date. An electronic file of the proposal must be submitted via e-mail, and be received by the Foundation on or prior to the due date.

Please do not staple, clip or bind pages together, or enclose them in a folder!

As you begin to work on the Grant Proposal you are urged to consult with the Foundation's staff for guidance and technical assistance.

Send the completed Grant Proposal to the Foundation's staff:

Robert A. Carreau
Outcomes Work, LLC
PO Box 125
Wynantskill, NY 12198

Telephone: (518) 272-6402
Fax: (518) 272-6402
E-mail: racarreau@schenectadyfoundation.org

Required Enclosures

Please enclose the following information with your Grant Proposal:

- Budget for the proposed project (1-2 pages).
- Budget for the organization's current fiscal year adopted by the board of directors.
- Copy of any existing strategic plans, or plans specific to the project.
- Copy of the organization's most recent audited financial statements.
- Letters of financial commitment from other funding sources.
- References: contact information for 3 to 5 people who can provide perspective on your project. You may wish to consult Foundation staff on selection of references.

The Schenectady Foundation

Open RFP Grant Proposal

Grant Proposal Overview

Please provide the following information on one page:

- ▶ Name of Applicant Organization.
- ▶ Name of the Proposed Project with a one sentence description of the project.
- ▶ Project start and completion dates (if applicable).
- ▶ Identify the Grant Emphasis Area this project addresses (if any).
- ▶ Total project cost.
- ▶ Amount requested from The Schenectady Foundation.
- ▶ Grant Proposal Contact Person.
- ▶ Contact Person Telephone and E-mail Address.
- ▶ Name of CEO or Executive Director and contact information
- ▶ Name of Chair of the Board of Directors
- ▶ Organization's web site address.
- ▶ Type of Grant Requested:
 - *Capital Improvement/Building*
 - *Equipment*
 - *Program (Operating)*
 - *Seed Grant (to start new project or expand existing program)*
 - *Combination of the above*
- ▶ Name of Project Manager.
- ▶ Project Manager Telephone Number and E-mail address
- ▶ Enclosure Check List: (please check below for each enclosure)
 - Project budget.
 - Organization's current fiscal year budget.
 - Copy of strategic plans or project plans.
 - Copy of the organization's most recent audited financial statements.
 - Letters of financial commitment from funding sources.
 - References.

The Schenectady Foundation Grant Proposal

Grant Proposal Topics

Please provide the following information in narrative form as is appropriate to your funding request. The narrative should be as concise as possible, and may not exceed 4 pages. If you believe that it is *absolutely* essential to include additional material, please consult with the Foundation's staff.

Problem/Opportunity Statement

Construct a statement specifying the problem and/or opportunity that led to this project being initiated. Then, in successive statements:

1. Provide supporting data to indicate the extent of the problem or opportunity.
2. Explain how the project is responsive to the Foundation's **Grant Emphasis Areas**.
3. If the project is not responsive to an emphasis area, discuss why the Foundation should be interested in your project in terms of its significance to the community.

Community Benefit and Value

Construct a set of statements describing each benefit of the project to the people served and/or to the broader community. Try to keep each benefit statement to one excellent sentence. Indicate the value of each benefit to those served. How many people will realize the project benefits?

Change

Construct a set of statements articulating the specific changes or improvements that will be achieved for the people served and/or for the community. These statements constitute a vision for project success; i.e. what will be different or better because we did this? Another way to ask this is: To what extent will the benefit or value described earlier be realized?

For each statement indicate how the change will be observed, measured and reported. How will you know that the change or improvement has occurred? When do you anticipate being able to realize these changes?

Leadership

Identify the people who are key players in the success of the project. Is there one person who will champion this effort? Is there a project team? For each key person indicate the skills and talents they bring to the project, and their track records on past projects. Why have they been selected for involvement in this endeavor?

Sustaining the Project

Explain how the project will be completed and sustained. Is there a plan of action to guide the implementation of the project to the desired results? Please submit a copy of the plan with your grant proposal.

If this is an on-going program, what future resources are needed to sustain the project? How will those resources be obtained? Identify organizations contacted for funding, amounts requested and the status of each request.

Project Budget

Enclose the budget for the project (list all sources of income and estimated expenditures). The budget may be one or two pages in addition to the narrative section.

*The Schenectady Foundation
Grant Proposal*

Community Support

What other organizations provide the same, similar or related services? How does your project interact or collaborate with these services? What differentiates your project from similar services? Does the project have support from constituents and customers in the community? Please enclose a list of 3-5 references – people who have knowledge of your project and the issues to be addressed.

Collaboration (optional)

If this is a collaborative grant proposal – ***a joint project involving several organizations working through a lead or convening organization*** – please describe the nature of the collaboration and the partners. Explain why each organization is involved in the project, and the particular resources or expertise that they are providing. One additional page may be included to describe collaborative grant proposals. In the project budget, indicate how much of the Foundation’s grant would support each partner in the collaboration

Return on Investment (ROI)

Construct a statement articulating the *return on investment* for this project. There are several ways to think of the concept of *return on investment*. Assuming the project is successful, what is the benefit of the project relative to its expense? That is, given the investment in the project, what is the return in terms of:

- Savings from reducing or eliminating the need for other services or expenses?
- Revenue generated from the project?
- Economic benefits to clients, customers or stakeholders or other funders?

What is the cost to clients, customers or stakeholders if the project is not successful?

Foundation Support

Specifically, how will a grant by The Schenectady Foundation be used to support the project? How will the project be affected if the requested funding is not obtained? How will the Foundation know that its funds were used for the purposes stated? Will the Foundation receive recognition for the grant?

For technical assistance in completing the grant proposal, contact:

Robert A. Carreau
(518) 272-6402

racarreau@schenectadyfoundation.org

The Schenectady Foundation
Benefactors

Trusts

*S. Wells Corbin Memorial Fund
John N. Erbacher Trust
Gerardus Smith & John G. Green Trust
Arthur Lauder Trust
Kathryn & Martin Rice Trust
Willis R. Whitney Trust*

Bequests

*Laura Auer
Anita Bailey
Mabel Birdsall
Herman Blumer
Charles W. Carl, Jr.
Costello Estate
Ada V. A. Edwards
Patrick J. Garey
Wanda Golembowski
Eleanor F. Green
Irving & Sara Handelman
Beulah T. Hinkle
Edna B. Marwill
Agnes S. Macdonald
H. Gladstone McKeon
Adelaide D. Parker
Katherine S. Rozendaal
Alice Stackpole
E. Lenore White
Edna B. Wood*

As of January 2007