Agenda

- The workshop will cover a basic overview of grants
- The workshop will NOT cover board issues or general non-profit operations

Format:
- Workshop from 9-12 this a.m.
- Individualized support this afternoon
- Individualized support this spring/summer
Grants – the big picture

- Not Magic
- Opportunity
- Deal
- Restricted
- Other Rewards
- Investment
- Gamble
- ROI
Step 1. Identify Needs

Project Planning
Tools to meet the challenge

- Scoping Document
- Logic Model
Audience:
___________________________________________________________________
___________________________________________________________________

Past Results:
___________________________________________________________________
___________________________________________________________________

Proposed Results (how the population you serve will be impacted):
___________________________________________________________________
___________________________________________________________________

Evaluation (how results will be tracked and evaluated):
___________________________________________________________________
___________________________________________________________________

Program or Project Cost:

<table>
<thead>
<tr>
<th>Item needed</th>
<th>Cost per Unit</th>
<th>How many Units</th>
<th>Total Cost</th>
<th>Requested from Grant</th>
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<tbody>
<tr>
<td>Staff Hours</td>
<td>10</td>
<td>5</td>
<td>50</td>
<td>30</td>
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Logic Model

<table>
<thead>
<tr>
<th>Inputs</th>
<th>Activities</th>
<th><strong>Outcomes</strong></th>
<th>Targets</th>
<th>Indicators</th>
<th>Methods / Tools</th>
<th>Timeline</th>
<th>Who</th>
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</tbody>
</table>
Step 2. Find grant opportunities

- Sample Opportunities
- Search Resources
- Grants Station
Grant Opportunities

- Small and Simple
- Intermediate
- Large
Search Resources

- Grant Station / Foundation Directory Online
- Funder Websites
- TechSoup for Libraries
- Guidestar
- New York State
- U.S. Grants.Gov
Search
U.S. Charitable Giving – Advanced Search

The Advanced Search feature is the best option if you want to search for grantmaker profiles using a combination of Geographic Focus (national or specific state), Areas of Interest (161), and/or Types of Support (33). This type of search is also ideally suited for both initial and follow-up research.

Learn more about our Advanced Search

Step 1: Select a Geographic Scope

Choose whether to search for national grantmakers, grantmakers serving a specific state, or both.

- National Funders
- Funders with a specific geographic focus
- Funders with both national and geographic focus

Please select your geographic focus

New York

Step 2: Select Areas of Interest

Select an area of interest that best matches your projects or programs.

To narrow your results, you can choose up to THREE areas of interest. You can also try searching for each area of interest one at a time.

To learn more about these terms, you can check out our Search Terms glossary.
Community & Economic Development
- Community Development General
- Economic Development General
- Disaster Relief/Humanitarian Aid
- Employment/Job Training/Workforce Development
- Financial Literacy/Financial Services
- Historic Preservation
- Housing
- Labor Issues
- Neighborhood Revitalization/ Beautification
- Parks & Recreation
- Rural Affairs
- Safety Issues
- Small Business/Entrepreneurship
- Sports
- Sustainable Development
- Transportation
- Urban Development

Education
- Education General
- Adult/Continuing
- After-School Programs
- Bicultural/Bilingual
- Curriculum Development
- Early Childhood/Childcare
- Education Reform
- Elementary/Secondary
- Health/Physical Education
- Higher Education
- Libraries
- Literacy
- Private Education
- School-to-Work
- Science/Math/Technology
- Special Education
- Teacher/Faculty Development
- Vocational

Step 3: Select a Type of Support
You may leave this blank, or you may select ONE type of support to narrow your search.

- Advocacy
- Awards/Prizes
- Building Funds
- Capacity Building
- Challenge Grants
- Collaborations/Coalitions
- Computers/Software
- Conferences/Seminars/Workshops
- Emergency Funds
- Endowment
- Equipment
- Events/Sponsorships
- Fellowships
- For-profit organizations
- General Support
- Grassroots
- Individuals
- Infrastructure
- In-kind
- Internships
- Land/Property Acquisition
- Loans/PRs
- Matching
- Product Donation
- Project Planning
- Project/Program Support
- Research
- Residencies
- Scholarships
- Seed Money
- Technical Assistance
- Training Programs
- Travel Expenses

Find Funders  Clear
Search Results

Back to Search Results

Gladys Brooks Foundation
1055 Franklin Avenue
Suite 208
Garden City, NY
11530

Phone: 516-746-6103
Email: kathy@gladysbrooksfoundation.org
Url: http://www.gladysbrooksfoundation.org

Primary Contact:
Ms. Kathy Petry

Geographic Scope:

Type of Organization: Foundation

Total Annual Giving: $1,559,000

Grant Range: $10,000 - $150,000

Average Grant: $50,000 - $100,000

Eligibility Requirements:
Nonprofit organizations
Application Deadlines:
Grant requests may be submitted from January 15 to May 29, 2015.
(The 2016 application cycle will be available early in the year.)

Areas of Interest:
The purpose of the Gladys Brooks Foundation is to provide for the intellectual, moral, and physical welfare of the people of the United States by establishing and supporting nonprofit libraries, educational institutions, and hospitals and clinics.

Generally the Foundation will only consider grant applications from nonprofit organizations located in the states listed above.

The Foundation will consider major grant applications in the following fields:

Libraries
Library grant applications will be considered for resource endowments (print, film, electronic database, speakers/workshops), capital construction, and innovative equipment. Projects fostering broader public access to global information sources utilizing collaborative efforts, pioneering technologies, and equipment are encouraged.

Educational Institutions
Grant applications from universities, colleges, and secondary schools will be considered for:

- educational endowments to fund scholarships based solely on educational achievements, leadership, and academic ability of the student;
- endowments to support fellowships and teaching chairs for educators who confine their activities primarily to classroom instruction in the liberal arts, mathematics, and the sciences during the academic year; and,
- erection or endowment of buildings, wings, or additions to buildings for educational purposes.

Hospitals and Clinics
Grant applications from hospitals and clinics will be considered where the proposal demonstrates one or more of the following:

- a new health need;
- an improvement in the quality of healthcare; and,
- reduced health costs with better patient outcomes.

Grant applications will be considered where:

- outside funding (including governmental) is not available;
- the project will be largely funded by the grant unless the grant request covers a discrete component of a larger project; and,
- the funds will be used for capital projects, including equipment or endowments.

Application Procedures:
Application guidelines and forms are available on the Foundation's website.
Search on FDO: Grants awarded in Plattsburgh

<table>
<thead>
<tr>
<th>Grantmaker Name, State</th>
<th>Recipient Name, Location</th>
<th>Year Authorized</th>
<th>Grant Amount</th>
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<tbody>
<tr>
<td>Frank and Brinna Sands Foundation, VT</td>
<td>Mountain Lake Public Telecommunications Council, NY</td>
<td>2013</td>
<td>$2,000</td>
</tr>
<tr>
<td>The New York State Health Foundation, NY</td>
<td>Champlain Valley Health Network, NY</td>
<td>2013</td>
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<tr>
<td>First Niagara Foundation, NY</td>
<td>North Country Cultural Center for the Arts, NY</td>
<td>2012</td>
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<td>TD Charitable Foundation, ME</td>
<td>United Way of the Adirondack Region, NY</td>
<td>2012</td>
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<tr>
<td>The New York State Health Foundation, NY</td>
<td>Champlain Valley Health Network, NY</td>
<td>2012</td>
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<td>KeyBank Foundation, OH</td>
<td>Battle of Plattsburgh Association, NY</td>
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<td>The Pfizer Foundation, Inc., NY</td>
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<td>Charles R. Wood Foundation, CT</td>
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<td>2011</td>
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</tbody>
</table>
Step 3. Narrow the list

- Criteria
- Considerations
- 990s
Step 4: Get Real on Writing

- Phase I: Pre-Writing
- Phase II: Writing
Before you write

- RFP / Application
- Notes
- Spread out
- Schedule?
- Assemble Documents
Writing

- Review scoping doc / logic model
- Persuasion
- Clarity
- Use their language
- Back up reader(s)
Step 5. Get real on budget

- Simple Start
- Move up to Complex
Starting a budget

- Why a spreadsheet?
- Inputs from logic model
- Due diligence
- Match
Moving to complex

- Overhead
- Benefits
- Include everything
- Another tool: the project budget, then the grant budget
Step 6. You won! Now what?

- Celebrate!
- Shift into project management mode
- Track commitments and reporting
- Leverage your grants
## Grants management

<table>
<thead>
<tr>
<th>Type of grant</th>
<th>Type of Organization</th>
<th>Deadline</th>
<th>Organization</th>
<th>Awarded</th>
<th>Pending</th>
<th>Declined</th>
<th>Report (y/n)</th>
<th>Notes</th>
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<tr>
<td>Unrestricted</td>
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<td>y (10/15)</td>
<td>50%</td>
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<tr>
<td>1</td>
<td>Private Foundation</td>
<td>15-Mar</td>
<td>XYZ Foundation</td>
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<td>y (10/15)</td>
<td>General op. suport, sub. 9/10</td>
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<td>2</td>
<td>State Agency</td>
<td>1-Apr</td>
<td>NYS Bugaboo Agency</td>
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<td>$30,000.00</td>
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<td>n</td>
<td>Educational program, sub. 12/09</td>
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<td>3</td>
<td>Corporation</td>
<td>1-Jun</td>
<td>ABC Corporation</td>
<td>$10,000.00</td>
<td>$0.00</td>
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<td>y (1/1/2016)</td>
<td>General op. suport, sub. 3/10</td>
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</table>

- Reporting
- Record-keeping
Wrap

- Nothing magic, just methodical
- A gamble, but often worth it
- Grantors are your partners
- Step by step
- Long-term investment
- Go get the money!
Thank you!

• Reminder about Summer
• LOTS of info – please feel free to ask questions
• Kara Page
  Community Environment and Development Consulting
• 518-524-6271 or karapagework@charter.net