

F. R. BIGELOW FOUNDATION

GUIDELINES FOR GRANTS

The F. R. Bigelow Foundation will consider grant applications from nonprofit organizations and public entities with a particular emphasis on helping to initiate and sustain programs serving disadvantaged people and communities where funding from the F. R. Bigelow Foundation will have significant impact. Primary areas of interest are human services, community and economic development, education, health care and the arts.

The F. R. Bigelow Foundation's primary geographic focus for grantmaking is the Greater Saint Paul metropolitan area, which includes Ramsey, Washington, and Dakota counties, with a particular emphasis on serving people who live or work in the City of Saint Paul.

THE FOUNDATION **WILL CONSIDER** GRANT APPLICATIONS FOR:

- Program expansions or special projects of a time limited nature.
- Support for established programs or organizations that have temporary or transitional operating needs.
- Start-up costs for promising new programs relevant to community needs.
- Funds to match contributions received from other sources or to leverage new or increased contributions.
- Capital projects that generate important economic impact for the community.

THE FOUNDATION **WILL NOT CONSIDER** GRANT APPLICATIONS FOR:

- Regular annual operating support.
- Sectarian religious programs.
- Grants to individuals.
- Medical research.

APPLICATION PROCEDURES

Prior to submitting a grant request, applicants should obtain the Foundation's Application Packet, which includes the Grant Application Cover Sheet, Proposal Narrative Guidelines, Proposal Checklist, and optional Organization and Project or Program Budget Forms. This information is available in downloadable file format from the Foundation's Web site at www.frbigelow.org.

To see if a project fits the guidelines and interests of the Foundation, applicants may submit a letter of inquiry describing the proposed project prior to preparing a full proposal. This letter should be limited to two to three pages, with less detail than a full proposal, and address the information included in the Narrative Guidelines.

LETTERS OF INQUIRY AND FULL PROPOSALS MUST BE SUBMITTED IN WRITING AND SHOULD BE ADDRESSED TO:

Grants Administration Manager
F. R. Bigelow Foundation
55 Fifth Street East, Suite 600
Saint Paul, Minnesota 55101-1797

(over, please)

Proposals will not be returned to the applicant. Please submit only one copy. Do not send applications in binders or folders, or include videotapes, audiotapes, CDs or DVDs. Acceptance for review by the Foundation, of either a letter of inquiry or a full proposal, does not ensure that a grant will be awarded.

The F. R. Bigelow Foundation's grantmaking meetings are held in April, August and November. Generally, full proposals must be received approximately three and one-half months prior to a meeting date. Applications that are not adequately reviewed in time for one grantmaking meeting are carried forward to the next one. Please contact the Foundation at 651.224.5463 or e-mail inbox@frbigelow.org with any questions about grant applications.

The F. R. Bigelow Foundation's IRS Form 990-PF is available upon request.

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