

Web Sites

The Foundation Center, continued

Get Started

Frequently Asked Questions: Contains over 125 well-researched answers to questions on a wide range of topics including corporate philanthropy.

Online Training: Our collection of online tutorials covering many topics in grantseeking and philanthropy.

Gain Knowledge

Research Studies: Provides descriptions of and highlights from our Foundations Today Series and Special Reports on particular segments of foundation philanthropy.

Grantmaker and Grants Stats: Offers a wealth of statistical information on U.S. private and community foundations drawn from the Center's own research database.

Catalog of Nonprofit Literature: A searchable database of the unique contents of the Foundation Center's five libraries and contains more than 25,000 full bibliographic citations, of which over 17,000 have descriptive abstracts.

Other Web Sites of Interest

Charity Channel (charitychannel.com) You can join 40,000 of your colleagues on e-mail forums discussing such topics as grants and foundations, international fund raising, legal issues, and health philanthropy.

Chronicle of Philanthropy (philanthropy.com) Like its bi-weekly print analog, the Chronicle of Philanthropy is full of useful information for fundraisers, grantmakers, nonprofit managers and others.

Council on Foundations (cof.org) A nonprofit membership association of grantmaking foundations and corporations.

Forum of Regional Associations of Grantmakers (givingforum.org) National network of local leaders and organizations across the United States that support effective charitable giving.

Grantmakers for Effective Organizations (geofunders.org) Affinity group of the Council on Foundations that seeks to advance and expand organizational effectiveness practices in and by the philanthropic community.

GuideStar (guidestar.org) GuideStar offers a searchable database of one million nonprofit organizations, philanthropic news and a resource exchange.

National Council of Nonprofit Associations (ncna.org) A membership-based organization of state and regional associations that represent thousands of nonprofits throughout the country.



Grantseeking Basics

A Resource List

Building a Credible Nonprofit

Bernstein, Philip. *Best Practices of Effective Nonprofit Organizations: A Practitioner's Guide*. New York, NY: Foundation Center, 1997. Identifies and explains the organizational processes adopted by successful nonprofits. Topics covered include defining purposes and goals, creating comprehensive financing plans, evaluating services, and effective communication. **Call Number: 604 BER**

Hopkins, Bruce R. *Starting and Managing a Nonprofit Organization: A Legal Guide*. 4th ed. New York, NY: John Wiley & Sons, 2004. Readable exploration of the fundamental laws affecting the operation of nonprofit organizations. Examines virtually all aspects of starting and operating a nonprofit organization, including reporting revenue, tax exemption, and the rules pertaining to charitable giving. **Call Number: 945 HOP**

Ingram, Richard T. *Ten Basic Responsibilities of Nonprofit Boards*. Rev. ed. Washington, DC: BoardSource, 2002. Examines ten fundamental responsibilities of the nonprofit board and clarifies the responsibilities of individual board members. **Call Number: 610 BOA GOV Book 1**

Mancuso, Anthony. *How To Form a Nonprofit Corporation*. 7th ed. Berkeley, CA: Nolo Press, 2005. Written by an attorney, this is a practical step-by-step guide to forming a nonprofit organization that meets the requirements for a federal corporate income tax exemption under Section 501(c)(3) of the Internal Revenue Code. Included are procedures for incorporating in all 50 states. **Call Number: 945 MAN 2005**

Olenick, Arnold J.; Olenick, Phillip R. *A Nonprofit Organization Operating Manual: Planning for Survival and Growth*. New York, NY: Foundation Center, 1991. Addresses the essential financial and legal aspects of establishing and managing a nonprofit organization. **Call Number: 600 OLE**

The World of Grantmakers

Indiana University Center on Philanthropy. *Giving USA: The Annual Report on Philanthropy*. Indianapolis, IN: Giving USA Foundation, annual. A statistical analysis of charitable contributions, distribution, donors, recipients, sources of philanthropy, and areas of philanthropic opportunity, published yearly. **Call Number: 401 AAFR [year]**

Collins, Sarah (ed.). *Foundation Fundamentals: A Guide for Grantseekers*. 8th ed. New York, NY: Foundation Center, 2008. A primer designed to clarify the grantseeking process and to help grantseekers utilize information resources to locate appropriate funders. **Call Number: 740 FOU 2008**

Foundations Today Series. New York, NY: Foundation Center, annual. This three-part annual series is comprised of the following volumes: *Foundation Giving Trends: Update on Funding Priorities*, *Foundation Growth and Giving Estimates*, and *Foundation Yearbook: Facts and Figures on Private and Community Foundations*. **Call Number: 401 FC TOD [year]**

Finding Funding Partners

Brown, Larissa Golden; Brown, Martin John. *Demystifying Grant Seeking: What You Really Need to Do to Get Grants*. San Francisco, CA: Jossey-Bass Publishers, 2001. Confronts some common ideas about the fundraising process and offers the building blocks of a systematic grants effort.

Call Number: 710 BRO DEM

Cicotte, Barbara L.; Jacob, Jeanne G. *Fundraising Basics: A Complete Guide*. 2nd ed. Gaithersburg, MD: Aspen Publishers, 2001. Provides a wide-ranging treatment of the fundraising effort, from establishing a philanthropic environment to working with consultants. Worksheets are included throughout.

Call Number: 710 CIC

Collins, Sarah (ed.). *The Foundation Center's Guide to Winning Proposals*. New York, NY: The Foundation Center, 2003. The book reprints in their original form 20 proposals and four letters of inquiry that succeeded in securing foundation support. Each proposal is accompanied by commentary by the funder who awarded the grant and proposal writing advice. Call Number: 780 FC WIN

Geever, Jane C. *The Foundation Center's Guide to Proposal Writing*. 5th ed. New York, NY: Foundation Center, 2007. Guides the grantwriter from pre-proposal planning to post-grant follow-up. Incorporates excerpts from actual grant proposals and interviews with foundation and corporate grantmakers about what they look for in a proposal. Includes chapters on researching, contacting and cultivating potential funders, as well as a sample proposal. Call Number: 770 GEE PRO

Margolin, Judith B. (ed.). *The Foundation Center's Guide to Winning Proposals II*. New York, NY: Foundation Center, 2005. A companion to the Guide to Winning Proposals, volume II includes more than 30 new proposals from some of the nation's most influential funders. Each proposal, reprinted in its entirety, includes a critique by the decision-maker who approved the grant. In addition to cover letters and budgets, volume II includes winning proposals for general operating support, special projects, seed money, evaluation, capacity building and other needs. With glossary, bibliographical references and index.

Call Number: 780 FC WIN 2005

Margolin, Judith B. (ed.); DiMaio, Elan K. (ed.). *The Grantseeker's Guide to Winning Proposals*. New York, NY: Foundation Center, 2008. The third volume in the Foundation Center's Guide to Winning Proposals series includes 35 funded proposals in a variety of formats. Each proposal includes commentary from the grantmaker who approved the request, providing insight into how foundation executives evaluate proposals. The book reprints proposals for a range of requests including special projects, general operating support, program development, capacity building, evaluation, and staffing/salaries. In addition, there are separate chapters with examples of budgets and cover letters. Call Number: 780 FC WIN 2008

New, Cheryl Carter; Quick, James Aaron. *Grantseeker's Toolkit: A Comprehensive Guide to Finding Funding*. New York, NY: John Wiley & Sons, 1998. A thorough grantseeking handbook, with the stated goal of helping readers achieve competitive applications. Begins with the design of a project to solve a problem, then focuses on the research process for locating potential funders interested in the project. Covers funding research sources in federal, state, and local government; foundations; and corporations.

Call Number: 710 NEW GRA

Rosso, Henry A.; Tempel, Eugene R. *Hank Rosso's Achieving Excellence in Fund Raising*. 2nd ed. San Francisco, CA: Jossey-Bass Publishers, 2003. Comprehensive coverage of successful and ethical fundraising principles, concepts, and techniques. Each chapter is written by a specialist in the field.

Call Number: 710 ROS ACH

Seitzer, Michael. *Securing Your Organization's Future: A Complete Guide to Fundraising Strategies*. New York, NY: Foundation Center, 2001. Topics include fundraising planning, board development, organizational tasks to address before applying for funds, budgeting, etc. Call Number: 710 SEL REV

Common Grant Applications Listing (foundationcenter.org/findunders/ega.html) The Foundation Center's collection of links to various Common Grant Application Formats on the Internet.

990 Finder: A free lookup tool that provides access to more than 250,000 990s of private foundations, public charities, and other nonprofits.

Foundation Directory Online: Our subscription-based service that allows you to search the Foundation Center's own database. (See description above)

Grantseeking Resources

Foundation Directory Online (*online.foundationcenter.org*). The Foundation Center's Web-based subscription databases: *Foundation Directory Online Basic*, *Foundation Directory Online Plus*, *Foundation Directory Online Premium*, *Foundation Directory Online Platinum*, and *Foundation Directory Online Professional*. The *Foundation Directory Online* profiles over 92,000 grantmakers as well as providing information on over 3,600 sponsoring companies, more than one million grant records and a searchable database of over 250,000 990 filings.

Schadwiler, Kief (ed.). *The Foundation Center's Guide to Grantseeking on the Web*. 2003 ed. New York, NY: Foundation Center, 2003. A comprehensive manual covering how to locate foundation, public charity, corporate giving and government funding information through the Internet; online prospect research; databases, online journals, and interactive services of interest to grantseekers; and an in-depth tour of the features of the Foundation Center's Web site. Call Number: 676 FOU 2003

Selected Periodicals

The Chronicle of Philanthropy (*philanthropy.com*) Reports on issues and trends in the nonprofit sector, gives updates on grantmaking activities, profiles individuals, corporations, foundations, and nonprofit organizations. Provides articles on management, laws and regulation, voluntarism, fundraising, and more. Lists recent grants, conferences and seminars, calendar of events, and job openings. Biweekly.

Nonprofit Times (*nptimes.com*) News items and feature articles cover all areas of interest to nonprofit organizations: legislation, regulation, management, fundraising, etc. Includes book reviews, calendar of events, and classified advertisements. Monthly.

Philanthropy News Digest (*PND*) (*foundationcenter.org/pnd*) A daily news service of the Foundation Center, PND is a compendium, in digest form, of philanthropy-related articles and features culled from print and electronic media outlets nationwide.

Web Sites

The Foundation Center (*foundationcenter.org*) Your gateway to the philanthropic world providing valuable information.

Find Funders

RFP Bulletin: Contains information about new grant opportunities offered by foundations and other grantmaking organizations.

Philanthropy News Digest: A weekly compendium of news events in the world of philanthropy and the nonprofit sector.

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