



COMMUNICATION MARK

Research Inventory

In order to determine whether foundations will support your organization, it is necessary for us to ask you some important qualifying questions. Please read the entire inventory before responding thoroughly to each one in writing or phoning us to provide answers.

1. Which geographic areas do you serve? Please be specific regarding boundaries.
2. Please list and briefly describe any projects that will require funding at least 6 months or more from now.
3. For each project listed above, what type(s) of support does each require (equipment, building, operating, general, start-up, staffing, etc.)?
4. For each project listed above, is the project new, is it being continued, or is it being expanded?
5. Please describe the people you serve:
 - a. Age:
 - Which age ranges are served?
 - Do you focus on a specific age group?
 - b. Gender:
 - Are both genders served?
 - Are most a certain gender?
 - c. Income:
 - Which income ranges are served?
 - Are participants in a proposed project likely to earn within a certain income range (e.g., most will have low incomes)?
 - d. Racial/ethnic minorities:
 - Do you serve a racially or ethnically diverse population?
 - Is there a specific racial or ethnic group that most belong to?
 - e. Other special groups/populations/characteristics:

- Do you specifically focus on other special populations or characteristics, such as people with disabilities or who share a particular religion?
6. Does your organization have space or staff at locations other than your street address? If so, please briefly explain each affiliate and list the city where it is based.
 7. Which foundations have you applied to for funding?
 8. Please put an “*” next to each one of the above foundations that awarded you a grant.
 9. Please describe any key community partners (nonprofits, businesses, schools, universities, libraries, places of worship, etc.) that are likely to be cited in one of your grant proposals or that might apply for funds on your behalf if a special opportunity arises.
 10. Are there any major corporations based in your area?
 11. What is the approximate total of your annual budget?
 12. Are you formally affiliated with, or are you a chapter of, another organization?
 13. Is your organization formally or historically affiliated with a religion?
 14. Is your organization a United Way agency, or do you receive United Way funds?
 15. Is anyone affiliated with your organization likely to know a trustee at a foundation in your region? If so, we will make you aware of foundations that do not accept applications but that may be accessible through personal connections.