

Office of Minority Health Resource Center Funding Guide



Office of Minority Health Resource Center

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A nationwide service of the U.S. Department of Health & Human Services • Office of Public Health & Science • Office of Minority Health

Funding Guide

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Getting Started

One of the hardest parts in the grantseeking process can be getting started. There are so many questions to ask and to remember—it can be difficult to know where to start. With this in mind, the following tips have been developed to help grantseekers get off on the right track.

Knowledge

First-time grantseekers may want to attend a grant-writing workshop or team up with an experienced fundraiser. In addition, they may wish to have a professional grantwriter prepare the proposal. A local public library may provide assistance in locating funding resources and reading materials.

State Help

The State Single Points of Contact (SPOCs) represent a good starting point for funding assistance. Although their services vary, many provide grantseekers with technical assistance, information on fundraising workshops, and lists of community, regional and state funding agencies. Refer to page 22 for the state office listing.

Local Sources

Oftentimes grantseekers approach the larger, national foundations for projects that may be more attractive to local, community funders. Remember to look at smaller foundations and local businesses that often support those projects in their own communities.

Keep Looking

Be sure to search for and identify several potential funders. The odds of a successful search are greater when approaching a variety of funders, whether for private foundation money or public funds.

Call Us!

The Office of Minority Health Resource Center may be able to identify potential funding sources.

The Catalog of Federal Domestic Assistance

The *Catalog of Federal Domestic Assistance* (CFDA) is a government-wide compendium of federal programs, projects, services and activities that provide assistance or benefits to the American public—state and local governments (including the District of Columbia); federally recognized Indian Tribal governments; territories (and possessions) of the United States; domestic public, quasi-public and private for-profit and nonprofit organizations and institutions; specialized groups; and individuals. It contains financial and nonfinancial assistance programs administered by departments and establishments of the federal government.

How to Access the CFDA

The *Catalog*, compiled and maintained by the General Services Administration (GSA), profiles all federal grant programs, including U.S. Department of Health and Human Services programs, and lists a specific contact for obtaining additional information and application forms. It also includes a helpful section on writing grant applications. Consult the *CFDA* to find the federal programs of interest.

Accessing the *CFDA* is easy. It is published annually and updated mid-year and is available in various formats—print, CD-ROM and online.

Print

The *Catalog* is available in most major libraries and in offices of local and state governments. A print copy of the catalog may be purchased for \$63.00 from the Superintendent of Documents, U.S. Government Printing Office (GPO).

Online

The online database can be used to find assistance programs meeting grantseekers' requirements and eligibility. Listed for each grant program is the specific office within a federal grant-making agency that oversees that program. This person or office can answer any further questions about the program, as well as provide application forms.

CD-ROM

Issued semiannually, the *CFDA* CD-ROM offers the full text of the Catalog, plus browser software for keyword and category searching and free technical support from the *CFDA* staff. Each CD-ROM includes all indices and appendices in the *Catalog*, plus grant writing and user tutorials.

Helpful Tips

The *CFDA* will direct grantseekers where to go to find out if an agency has competitive grant money available for certain programs.

"Grants" is too limited a word for the range of assistance you can find in the *CFDA*. There are currently 15 types of assistance available, including surplus equipment, training, guaranteed loans and, of course, grants (see following pages).

Catalog of Federal Domestic Assistance

<http://www.cfda.gov>

U.S. Government Printing Office

<http://www.gpo.gov>

Ordering Information

Print Subscription

GPO Order Desk
866-512-1800 toll-free
202-512-1800 DC Metro Area
202-512-2250 Fax

E-mail Order

orders@gpo.gov

Online Ordering

Print and CD-ROM
<http://bookstore.gpo.gov>

STOP!!

Call the Office of Minority Health
Resource Center
today for information and a
database search on scholarships,
fellowships, grants and
other funding sources.

800-444-6472
<http://www.omhrc.gov>

Types Of Federal Assistance

To assist grantseekers in finding funding that best suits their needs, the following list defines the types of assistance that are available through the programs listed in the *CFDA*. Currently, programs in the *CFDA* are being classified by the General Services Administration (GSA) into 15 types of assistance—seven financial and eight nonfinancial.

- (A) **Formula Grants** Allocations of money to states or their subdivisions in accordance with distribution formulas prescribed by law or administrative regulation, for activities of a continuing nature not confined to a specific project.
- (B) **Project Grants** Financial assistance for fixed or known periods of specific projects. Project grants can include fellowships, scholarships, research grants, training grants, traineeships, experimental and demonstration grants, evaluation grants, planning grants, technical assistance grants, survey grants and construction grants.
- (C) **Direct Payments for Specified Use** Financial assistance from the federal government provided directly to individuals, private firms and other private institutions to encourage or subsidize a particular activity by conditioning the receipt of the assistance on a particular performance by the recipient. This does not include solicited contracts for the procurement of goods and services for the federal government.
- (D) **Direct Payments with Unrestricted Use** Financial assistance from the federal government provided directly to beneficiaries who satisfy federal eligibility requirements with no restrictions being imposed on the recipient as to how the money is spent. Included are payments under retirement, pension and compensatory programs.
- (E) **Direct Loans** Financial assistance provided through the lending of federal monies for a specific period of time, with a reasonable expectation of repayment. Such loans may or may not require the payment of interest.
- (F) **Guaranteed/Insured Loans** Programs in which the federal government makes an arrangement to indemnify a lender against part or all of any defaults by those responsible for repayment of loans.
- (G) **Insurance** Financial assistance provided to assure reimbursement for losses sustained under specified conditions. Coverage may be provided directly by the federal government or through private carriers and may or may not involve the payment of premiums.

Types Of Federal Assistance

- | | |
|---|--|
| (H) Sale, Exchange or Donation of Property and Goods | Programs that provide for the sale, exchange or donation of federal real property, personal property, commodities and other goods including land, buildings, equipment, food and drugs. This does not include the loan of, use of or access to federal facilities or property. |
| (I) Use of Property, Facilities and Equipment | Programs that provide for the loan of, use of or access to federal facilities or property wherein the federally owned facilities or property do not remain in the possession of the recipient of the assistance. |
| (J) Provision of Specialized Services | Programs that provide federal personnel directly to perform certain tasks for the benefit of communities or individuals. These services may be performed in conjunction with nonfederal personnel, but they involve more than consultation, advice or counseling. |
| (K) Advisory Services and Counseling | Programs that provide federal specialists to consult, advise or counsel communities or individuals to include conferences, workshops or personal contacts. This may involve the use of published information, but only in a secondary capacity. |
| (L) Dissemination of Technical Information | Programs that provide for the publication and distribution of information or data of a specialized or technical nature frequently through clearinghouses or libraries. This does not include conventional public information services designed for general public consumption. |
| (M) Training | Programs that provide instructional activities conducted directly by a federal agency for individuals not employed by the federal government. |
| (N) Investigation of Complaints | Federal administrative agency activities that are initiated in response to requests, either formal or informal, to examine or investigate claims of violations of federal statutes, policies or procedure. The origination of such claims must come from outside the federal government. |
| (O) Federal Employment | Programs that reflect the government-wide responsibilities of the Office of Personnel Management in the recruitment and hiring of federal civilian agency personnel. |

The Federal Register

The *Federal Register* is the official publication for executive orders, proposed regulations, legal notices from federal agencies and organizations and notices of funding availability (NOFAs). Agencies also use the *Federal Register* to solicit views from the general public on various policy and program issues.

The Office of the Federal Register, National Archives and Records Administration (NARA) is responsible for publishing this information, with each issue of the *Federal Register* organized into four categories:

- **Presidential Documents:** executive orders and proclamations
- **Rules and Regulations:** policy statements and interpretations of rules
- **Proposed Rules:** petitions for rulemaking and other advance proposals
- **Notices:** scheduled hearings and meetings open to the public, grant applications and administrative orders

Code of Federal Regulations (CFR)

Documents published in the *Federal Register* as proposed or final rules include citations to the Code of Federal Regulations (CFR).

The CFR contains all the rules issued by Executive Branch departments and agencies, organized into 50 titles, which represent the broad areas subject to regulation by the U.S. government. Titles that may be useful include Title 42—The Public Health and Welfare, Title 21—Food and Drugs or Title 20—Education.

The CFR reference numbers allow a quick and easy way to find a particular rule or part of a rule among the complete set of U.S. general and permanent regulations.

FYI: The CFR and the *Federal Register* are used together to find the latest version of any given rule.

When a federal agency publishes a regulation in the *Federal Register*, that regulation usually is an amendment to the existing CFR in the form of a change, an addition, or a removal.

- ◆ Looking for federal funding for a project?
- ◆ Want to know about the day-to-day operations of the federal government?
- ◆ Have a business regulated by a federal agency?
- ◆ Practice law before a regulatory agency?
- ◆ Attend public hearings or meetings or apply for grants?
- ◆ Concerned with government actions that affect the environment, health care, financial services, exports, education or other major public policy issues?

If so, the Federal Register is a good place to look for information.

Agency-Specific *Federal Register* Information

Environmental Protection Agency (EPA)

Offers full-text online information and LISTSERV of selected *Federal Register* documents that deal with environmental issues.

<http://www.epa.gov/fedrgstr>

Food and Drug Administration (FDA)

Contains FDA-related documents published in the *Federal Register*.

<http://www.fda.gov/cdrh/newpg.html>

U.S. Department of Agriculture (USDA)

Provides a centralized source to access, apply for and manage all USDA awards and grants. Recipient organizations include agencies, rural businesses, state and local governments and universities.

<http://www.egov.usda.gov/index.html>

The Federal Register

The *Federal Register* informs citizens of their rights and obligations and provides access to a wide range of federal benefits and opportunities for funding.

Every agency in the federal government is required to publish notices of proposed rules in the *Federal Register* to allow people to participate in government decision making.

The procedure by which this is done is simple: the public is notified of the proposed rule via the announcement in the *Federal Register*. Any organization or person is able to respond to the proposed rule either through a hearing or through written comment. With the advent of the Internet, many agencies encourage comments through e-mail.

Depending on the announcement and agency, the comment period may be 30, 60 or 90 days. Each notice gives details on how and where the comment should be directed, as well as the name and telephone number of a contact person for more information. When the final regulations are published, they must address any and all pertinent issues raised in comments and any changes made in response to them.

How to Access the Federal Register

The *Federal Register* is available through various federal organizations, most notably the U.S. Government Printing Office (GPO) and NARA Web sites. Information can be accessed via e-mail, the Internet and print subscription. It is updated daily by 6 a.m., Monday through Friday, except for federal holidays.

Print

The daily *Federal Register* has a table of contents organized alphabetically by agency, which lists each document and span of pages. Two monthly publications provide information on documents that appeared in past issues of the *Federal Register*: the List of CFR Sections Affected—a numerical listing that helps readers track changes to the CFR; and the *Federal Register* Index—a cumulative subject index of documents published in the *Federal Register*. There are several subscription plans available—call for information and rates.

Online

The online edition has the same information as the paper edition—the table of contents online has links that lead the user to each document in the current paper issue. Subject matter, date and category can also be searched. There is an online tutorial that takes the user step-by-step through utilizing the *Federal Register*—it covers how to search, what terms to use, where to find public notices, etc.

E-mail

GPO provides a LISTSERV via e-mail that includes the Table of Contents for each daily issue of the *Federal Register*.

General Information

The Code of Federal Regulations

<http://www.gpoaccess.gov/cfr/index.html>

The Federal Register

<http://www.gpoaccess.gov/fr/index.html>

Federal Register LISTSERV

<http://listserv.access.gpo.gov>

Federal Register Tutorial

http://www.archives.gov/federal_register/tutorial/about_tutorial.html

Search Tips

<http://www.gpoaccess.gov/fr/tips.html>

U.S. Government Printing Office

<http://www.gpo.gov>

Ordering Information

Print Subscription

GPO Order Desk
866-512-1800 toll-free
202-512-1800 DC Metro Area
202-512-2250 Fax

E-mail Order

orders@gpo.gov

Purchase by Mail

Superintendent of Documents
P. O. Box 371954
Pittsburgh, PA 15250-7954

E-mail Questions

fedreg.info@nara.gov

Grants.gov

Grants.gov is the official E-Grants Web site where applicants may find and apply for federal funding opportunities.

Grants.gov was developed as part of the President's Management Agenda and related E-Government Strategy, which charged federal grant-making agencies with developing a single electronic system to find and apply for federal grant opportunities.

This site allows organizations to electronically find and apply for competitive grant opportunities from all federal grant-making agencies. There are two key features on the site: Find Grant Opportunities and Apply for Grants.

Grants.gov was designed to be as easy to use as possible. If you have questions at any time, help is just a click away.

Click on "Customer Support" and get an answer from one of the following links—Frequent Questions, Tutorial, Context-Sensitive Help, User Guide and Quick Reference.

To learn more about the various categories of grant programs being offered by the federal government, click the "Types of Grants" link on the "Resources" screen.

Completing the "Get Started" steps first is recommended. The "Get Started" section of the site provides all of the information needed to understand and execute these steps, and walks the applicant through the process.

Helpful Hints to Get Started

<http://www.grants.gov/GetStarted>

Get Started Step 1 • Find Grant

<http://www.grants.gov/Find>

Search for federal government-wide grant opportunities and register to receive automatic e-mail notifications of new grant opportunities as they are posted to the site.

Get Started Step 2 • Download an Application Package

https://apply.grants.gov/forms_apps_idx.html

Once desired grant opportunity is found, check to see if it is available to apply online through Grants.gov. Funding Opportunity and/or CFDA number will be needed to access the application package and instructions.

Get Started Step 3 • Register with Central Contractor Registry (CCR)

<http://www.grants.gov/CCRRegister>

Applying organizations will also need to be registered with Central Contractor Registry. CCR validates applicant information and electronically shares the secure and encrypted data with the federal agencies' finance offices to facilitate paperless payments through electronic funds transfer (EFT).

Get Started Step 4 • Register with the Credential Provider

<http://www.grants.gov/CredentialProvider>

Register with a credential provider. Required to securely submit grant application.

Get Started Step 5 • Register with Grants.gov

<https://apply.grants.gov/GrantsgovRegister>

Register with Grants.gov. This is required to submit grant applications. After registration process is complete, an e-mail notification will confirm that you are able to submit applications through Grants.gov.

Get Started Step 6 • Verify Registration

<https://apply.grants.gov/ApplicantLoginGetID>

After registration with Grants.gov is complete, go to <https://apply.grants.gov/ApplicantLoginGetID> to verify registration, check application status and update information in applicant profile, such as name, telephone number, e-mail address and title.

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Registration Checklist

<http://www.grants.gov>

Click on Key Roles for an overview of the roles and responsibilities required for the Grants.gov submission process. There you will find checklists that can help guide your organization through the one-time registration process required for submitting grants online.

Questions

<http://www.grants.gov/CustomerSupport#>

E-mail: support@grants.gov

800-518-GRANTS

For help with application submission, downloading an application package or general questions.

Grants.gov

Federal Grants Notification Service

At the Grants.gov Web site grantseekers can also sign up to receive e-mail notifications about new federal grant opportunities from FedGrants.gov by clicking the “Receive Grant Opportunity Notifications” link on the left of the “Find Grant Opportunities” screen. Then, select the option that best meets search criteria and complete the necessary fields on the sign-up screen.

Searching by the CFDA Announcement number and various agencies or categories of funding is also available.

Sign up to receive grants announcements from the Federal Grants Opportunities site. After subscribing, you will receive announcements of both new grants and modifications of existing grant announcements. You can expect to receive at the very most one e-mail per day per subscription.

Four options are available:

1. Register to receive all notices on a specific funding opportunity number.
2. Register to receive all notices from selected agencies and categories of funding activities.
3. Register to receive all notices from selected interest and eligibility groups.
4. Register to receive all grant notices.

Users of this service may add new subscriptions or unsubscribe from all subscriptions at any time.

To remove one or more subscriptions, first unsubscribe from all subscriptions, then resubscribe to the subscriptions you want to keep.

To sign up for grant announcements from the Federal Grants Opportunities Web site, go to <http://www.grants.gov/ReceiveGrantOpportunityNotification>

GrantsNet.gov

GrantsNet

The Department of Health and Human Services (HHS) has approximately 300 grant programs, most of which are administered by several agencies. Information on HHS grants can be found in the *Catalog of Domestic Assistance* (CFDA), the Grants.gov Web site, as well as the other agencies mentioned through page 21.

Additional information on HHS grants can be found at GrantsNet, an internet tool created by the HHS Office of Grants Management. This Web site contains information on identifying and applying for grants within HHS as well as information on managing grants. The Web site contains links to standard grant applications and a “Who’s Who” list of federal contacts for grants management and policy inquiries.

For more information on grants, go to <http://www.hhs.gov/GrantsNet>

Center for Faith-Based Community Initiatives 2004 Grants Notebook

The *2004 Grants Notebook* is a guide to this year's federal funding opportunities for faith-based and community organizations across HHS agencies. This notebook was developed by the HHS Center for Faith-Based and Community Initiatives in partnership with the Administration on Children and Families, the Health Resources Services Administration and the Substance Abuse and Mental Health Services Administration.

Included in the notebook is grant information on the following areas: at-risk children and youth, economic development, health, substance abuse and block/formula grants.

Also included is information on the Compassion Capital Fund, how to be a grant reviewer, how to make a Freedom of Information request, and resources for organizations interested in federal funding. For more information, go to <http://www.hhs.gov/fbci>

Health Resources and Services Administration

Health Resources and Services Administration's (HRSA) *Preview Guide* profiles its discretionary grant programs by individual bureaus for each fiscal year. The publication also lists and explains common grant terminology and provides answers to frequently asked questions.

The purpose of the *Preview Guide* is to provide the general public with a single source of program and application information related to HRSA's competitive grant offerings.

This guide is designed to replace the multiple *Federal Register* notices, which traditionally advertised the availability of HRSA's discretionary funds for its various programs. However, periodically, program initiatives may still be announced in the *Federal Register*.

The following information is included in the HRSA *Preview Guide*: (1) program title; (2) legislative authority; (3) purpose; (4) eligibility; (5) funding priorities and/or preferences; (6) estimated dollar amount of competition; (7) estimated number of awards; (8) estimated project period; (9) *Catalog of Federal Domestic Assistance* (CFDA) identification number; (10) application availability date; (11) letter of intent deadline (if any); (12) application deadline; (13) projected award date and (14) programmatic contact, with telephone and e-mail addresses. The *Preview Guide* is available in various formats:

Print

The print version contains a description of grant programs, and includes instructions on how to contact HRSA for information and receive application kits for all programs.

E-mail

An e-mail distribution list is available to obtain the *Preview Guide* as well as periodic notification of additional information.

Online

The online version is available in WordPerfect, PDF and HTML formats, and contains the same information as the print version.

For HRSA grant information, contact the following:

HRSA Grants Application Center
877-HRSA-123 (877-477-2123)

HRSA Preview Guide
<http://www.hrsa.gov/grants/preview/default.htm>

HRSA Preview Guide Mailing List Sign-up
E-mail: hrsagac@hrsa.gov

Helpful Hints for Grant Application

- ◆ HRSA strongly encourages registering and applying online for grants and cooperative agreements.
- ◆ HRSA's online application system is designed to maximize data accuracy and speed processing.
- ◆ Multiple individuals may register and collaborate on applications and institutional data is stored for reuse on future applications.

Online Registering

<https://grants.hrsa.gov/webexternal/registration.asp>

How to Apply on Paper

1. Search for opportunities.
2. Record the HRSA Announcement Code and CFDA Code for opportunities that are of interest.
3. Request that an application packet by contacting:

HRSA Grants Application Center
901 Russell Avenue, Suite 450
Gaithersburg, MD 20879
E-mail: hrsagac@hrsa.gov
Call: 1-877-HRSA-123

OR

4. Download grant application guidance by clicking on the guidance links in the HRSA Funding Opportunities Schedule.
5. Download forms specified in the guidance from the Public Health Service Forms Download Web site.

National Institutes of Health (NIH)

The National Institutes of Health's (NIHs) *Guide for Grants and Contracts* is used in place of the Federal Register due to the specialized nature of NIH's applicants. It serves as the official publication of NIH policies, procedures and availability of funds. Available funding is announced weekly in the *Guide for Grants and Contracts*, and on occasion, unofficial notices of interest to the scientific research community are published. The Centers for Disease Control and Prevention (CDC) also announce research-based funding opportunities in the NIH Guide.

NIH considers applications for the support of basic or clinical biomedical, behavioral and bioengineering research. New extramural grant programs and priorities are implemented by publication of one of the following—program announcement (PA), request for applications (RFA) or request for proposals (RFP).

NIH Guide for Grants and Contracts information can be accessed via e-mail and the Internet.

E-mail

NIH provides a LISTSERV via e-mail that provides the Table of Contents (TOC) for each week's issue of the Guide. Associated with each TOC entry is the Internet address for further information.

Online

The online version of the Guide allows user to search grant availability via program announcement, requests for application, year or week, and/or subject area.

For NIH grants information, contact the following:

NIH Guide for Grants and Contracts

<http://grants.nih.gov/grants/guide/index.html>

NIH Guide for Grants and Contracts: Online Searching

<http://grants1.nih.gov/grants/guide/index.html#search>

NIH Guide for Grants and Contracts: Using the TOC Notification LISTSERV Service

<http://grants1.nih.gov/grants/guide/listserv.htm>

NIH Forms (including applications and instructions)

<http://grants.nih.gov/grants/forms.htm>

NIH Grants Information Office

301-435-0714

Helpful Hints

E-mailed Announcements

Each week (usually on Friday afternoon), the NIH transmits an e-mail with Table of Contents (TOC) information for that week's issue of the NIH Guide, via the NIH LISTSERV. The TOC includes a link to the current NIH Guide Weekly Index as well as links to each NIH Guide article published for that week.

Subscribe

To Subscribe to the NIH Guide LISTSERV, send an e-mail to listserv@list.nih.gov with the following text in the message body (not the "Subject" line):
subscribe NIHTOC-L your name
(Example: *subscribe NIHTOC-L Joe Smith*)

Your e-mail address will be automatically obtained from the e-mail message and added to the LISTSERV.

Unsubscribe

To Unsubscribe to the NIH Guide LISTSERV, send an e-mail to listserv@list.nih.gov with the following text in the message body (not the "Subject" line):
unsubscribe NIHTOC-L your name
(Example: *unsubscribe NIHTOC-L Joe Smith*)

Your e-mail address will be automatically obtained from the e-mail message and removed from the LISTSERV.

NIH LISTSERV questions

<http://grants1.nih.gov/grants/guide/listserv.htm>

Health Professions & Research Training

The National Institutes of Health (NIH) offers educational repayment programs as well as many research programs for students at various levels of study. Examples of some of the programs at NIH are listed below. For general information and a complete list of research and training opportunities at NIH, go to <http://www.training.nih.gov>.

Laboratory Research Pathway

<http://www.training.nih.gov/clinical/pathways.asp>

Engaging in pure laboratory research, applicants for this training pathway must have either a graduate doctoral degree or a professional degree (e.g., M.D., D.O., D.D.S., D.M.D. or D.V.M.) accompanied by previous research laboratory experience. For more information, e-mail www.training@nih.gov

Undergraduate Scholarship Programs

<http://ugsp.info.nih.gov>

The NIH Undergraduate Scholarship Program (UGSP) offers competitive scholarships to students from disadvantaged backgrounds who are committed to careers in biomedical, behavioral and social science health-related research. The program offers scholarship support, paid research training at the NIH during the summer and paid employment and training at the NIH after graduation. Call 800-528-7689 for more information.

Training Pathways for Physicians

<http://www.training.nih.gov/clinical/index.asp>

NIH's Training Pathways program offers clinical and research opportunities for those with doctoral degrees in medicine or dentistry. Each subspecialty training program has its own application and requirements. For more information, e-mail www.training@nih.gov.

Postbaccalaureate IRTA Fellowship

<http://www.training.nih.gov/student/Pre-IRTA/irtamanualpostbac.asp>

The Postbaccalaureate Intramural Research Training Award (IRTA) and the National Cancer Institute's Cancer Research Training Award (CRTA) Fellowships provide opportunities for recent college graduates to spend a year engaged in biomedical investigation at NIH in Bethesda, Maryland and selected off-campus locations. Call 800-445-8283 for more information.

National Institute of General Medical Sciences Division of Minority Opportunities in Research

<http://www.nigms.nih.gov/minority>

The Division of Minority Opportunities in Research (MORE) administers research and research training programs aimed at increasing the number of minority biomedical scientists who are prepared to pursue careers in biomedical and behavioral research. Call 301-594-3900 for more information.

National Institute of General Medical Sciences Fellowship Awards for Minority Students

http://www.nigms.nih.gov/minority/fellowships_careers.html

The Fellowship Awards for Minority Students awards provide up to five years of support for research training leading to a Ph.D. or equivalent research degree, a combined M.D.-Ph.D. degree, or another combined professional doctorate-research Ph.D. degree in the biomedical or behavioral sciences. Eligible for this award are highly qualified students who are members of minority groups that are underrepresented in the biomedical or behavioral sciences in the United States. These groups include African Americans, Hispanic Americans, Native Americans (including Alaska Natives) and natives of the U.S. Pacific Islands. Call 301-594-3900 for more information.

NIH Loan Repayment Programs

<http://www.lrp.nih.gov>

NIH National Loan Repayment Programs are open to qualified doctorate-level health professionals who are willing to conduct clinical, pediatric, health disparity or contraceptive and infertility research. In exchange for a two-year commitment to research, NIH will repay up to \$35,000 per year toward the outstanding eligible educational debt, pay an additional 39 percent of the repayments to cover participant's federal taxes, and may reimburse any state taxes that result from these. Call 866-849-4047 for more information.

Health Professions & Research Training

The Health Resources and Services Administration (HRSA) offers programs that repay educational loans in exchange for qualified health care professionals working in federally designated health professional shortage area. For more information, go to <http://bhpr.hrsa.gov/dsa>.

Nursing Education Loan Repayment Program

<http://bhpr.hrsa.gov/nursing/loanrepay.htm>

The Nursing Education Loan Repayment Program (NELRP) offers registered nurses substantial assistance to repay educational loans in exchange for service in critical shortage facilities.

All NELRP participants must enter into a contract agreeing to work full time in an approved critical shortage facility. For two years of service, the NELRP will pay 60 percent of the participant's total qualifying loan balance. A participant who agrees to serve two years may be eligible to amend the NELRP contract and work a third year at a critical shortage facility, for which the NELRP will pay an additional 25 percent of the qualifying loan balance.

To qualify for the Nursing Education Loan Repayment Program, applicants must: be citizens, nationals or permanent legal resident of the United States; hold a baccalaureate or associate degree in nursing (or an equivalent degree), a diploma in nursing or a graduate degree in nursing from an accredited school of nursing; have unpaid qualifying loans obtained for nursing education leading to a degree or diploma in nursing; have completed the nursing education program for which the loan balance applies; be employed full time at a critical shortage facility and have a current permanent unrestricted license as registered nurse in the state in which they intend to practice.

For more eligibility criteria information on NELRP, e-mail CallCenter@hrsa.gov or call 877-464-4772.

National Health Service Corps (NHSC)

http://nhsc.bhpr.hrsa.gov/join_us/scholarships.cfm

The National Health Service Corps unites communities in need with caring health professionals and supports their efforts to build better systems of care. Students dedicated to practicing primary care in communities of greatest need can compete for educational scholarships.

The program offers the following benefits for up to four years of education: payment of tuition and fees, 12 monthly stipend payments per year of scholarship support and payment of other reasonable educational expenses, such as books, supplies, and equipment.

Directly upon completion of training, the student will choose a practice site in a federally designated health professional shortage area identified as having the greatest need. Period of service is one year for each year of support received, with a two-year minimum commitment.

To be eligible for the NHSC Scholarship Program, applicants must be U.S. citizens enrolled, or accepted for enrollment, in a fully accredited U.S. allopathic or osteopathic medical school, family nurse practitioner program (master's degree in nursing, post-master's or post-baccalaureate certificate), nurse-midwifery program (master's degree in nursing, post-master's or post-baccalaureate certificate), physician assistant program (certificate, associate, baccalaureate, or master's program) or dental school.

For more information on the NHSC scholarship program, call 800-221-9393.

Faculty Loan Repayment Program (FLRP)

<http://bhpr.hrsa.gov/dsa/flrp>

FLRP provides financial incentives for degree-trained health professionals to pursue academic careers. Individuals selected to participate agree to serve on the faculties of accredited health professions schools for a minimum of two years. In return, the federal government agrees to pay, for each year of faculty service, up to \$20,000 of the outstanding principal and interest on the participant's educational loans.

FLRP awards are paid directly to the individual and are considered taxable income by the Internal Revenue Service. To offset this tax liability, FLRP makes additional payments equaling 39 percent of the federal loan repayment award. For more information on FLRP, e-mail flrpinfo@hrsa.gov or call 301-443-0785.

Health Professions & Research Training

Through the National Institutes of Health (NIH), there are several grants made to schools and health professions training programs to increase diversity within the health fields. The grants provide disadvantaged and under-represented minority students and faculty opportunities to enhance their academic skills and obtain the support needed to graduate from health professions schools or faculty development programs. A few programs are profiled below. For more information on these programs and others aimed at promoting minorities in the health care field, go to <http://www.nigms.nih.gov/minority>.

Minority Access to Research Careers

<http://www.nigms.nih.gov/minority/marc.html>

The Minority Access to Research Careers (MARC) Branch offers special research training support to four-year colleges, universities, and health professional schools with substantial enrollments of minorities such as African Americans, Hispanic Americans, Native Americans (including Alaska Natives) and natives of the U.S. Pacific Islands.

The branch's goals are to increase the number and competitiveness of underrepresented minorities engaged in biomedical research by strengthening the science curricula at minority-serving institutions and increasing the research training opportunities for students and faculty at these institutions. Three of MARC's many academic programs are listed below.

MARC Undergraduate Student Training in Academic Research (U*STAR) Awards provide support for students who are members of minority groups that are underrepresented in the biomedical sciences to improve their preparation for graduate training in biomedical research.

MARC Faculty Senior Fellowships are awarded to eligible faculty at minority institutions to give them the opportunity to update their research skills and/or move into new areas of research through a year-long period of intensive research in a state-of-the-art research environment.

MARC Faculty Predoctoral Fellowships are awarded to faculty members of colleges or universities with significant minority enrollments. Awards provide an opportunity for eligible faculty who lack the Ph.D. degree (or equivalent) to obtain the research doctorate.

For more information on these MARC programs, call 301-594-3900 or go to <http://www.nigms.nih.gov/minority/marc.html>.

Minority Biomedical Research Support

<http://www.nigms.nih.gov/minority/mbrs.html>

The Minority Biomedical Research Support (MBRS) branch awards grants to two- or four-year colleges, universities, and health professional schools with substantial enrollments of minorities. MBRS grants aim to increase the number of researchers who are members of minority groups that are underrepresented in the biomedical sciences.

These grants support research by faculty members, strengthen the institutions' biomedical research capabilities, and provide opportunities for students to work as part of a research team. The three main components of MBRS are listed below.

The Support of Continuous Research Excellence (SCORE) program develops biomedical research faculty at minority-serving institutions who are committed to improving competitive research programs and increasing the number of underrepresented minorities professionally engaged in biomedical research.

The Research Initiative for Scientific Enhancement (RISE) program enhances the research environment at minority-serving institutions. The overall goal is to increase the interest, skills and competitiveness of students and faculty in pursuit of biomedical research careers.

The Initiative for Minority Student Development (IMSD) program encourages the development and/or expansion of innovative programs to improve the academic and research competitiveness of underrepresented minority students at the undergraduate, graduate or postdoctoral levels and to facilitate their progress toward careers in biomedical research.

For more information on MBRS, call 301-594-3900 or go to <http://www.nigms.nih.gov/minority/mbrs.html>.

Health Professions & Research Training

Through the Health Resources and Services Administration (HRSA), there are several grants made to schools and health professions training programs to increase diversity within the health fields. These HRSA grants provide disadvantaged and under-represented minority students and faculty opportunities to enhance their academic skills and obtain the support needed to graduate from health professions schools or faculty development programs. A few programs are profiled below. For more information on these programs and others aimed at promoting minorities in the health care field, go to <http://bhpr.hrsa.gov/diversity/default.htm>

Centers of Excellence

<http://bhpr.hrsa.gov/diversity/coe>
Centers of Excellence (COE) grants assist health professions schools to support programs of excellence in health professions education for minority individuals in allopathic and osteopathic medicine, dentistry and pharmacy and graduate programs in behavioral or mental health (clinical and counseling psychology, clinical social work and marriage and family therapy).

COE also includes schools of medicine (allopathic or osteopathic), dentistry, pharmacy and graduate programs in behavioral or mental health with an enrollment of African American, Hispanic, American Indian and Alaska Native students significantly higher than the national average. Hispanic Centers of Excellence give priority to programs that serve Hispanic individuals

Native American Centers of Excellence focus on programs that serve American Indians and Alaska Natives and establish a linkage with at least one public or private nonprofit institution of higher education (including schools of nursing) that have traditionally enrolled a significant number of Native Americans.

For more information on the COE program, call 301-443-2982.

Health Careers Opportunity Program

<http://bhpr.hrsa.gov/diversity/hcop>
Health Careers Opportunity Program (HCOP) grants are for health professions training programs that provide students from disadvantaged backgrounds opportunities to develop the skills necessary to enter different health professions.

HCOP grantees include schools of medicine (allopathic or osteopathic), public health, dentistry, physician assistant, veterinary medicine, optometry, pharmacy, podiatric medicine, allied health chiropractic, graduate programs in clinical psychology and public or private nonprofit health or educational entities (university, college, junior college, state or local government health or education agency, health or education association or organization).

For more information on the Health Careers Opportunity Program, call 301-443-1348.

Minority Faculty Fellowship Program

<http://bhpr.hrsa.gov/diversity/mffp>
Minority Faculty Fellowship Program (MFFP) grants increase the number of health professions faculty who are racial and ethnic minorities under-represented in the health professions. The grants enable schools to provide a stipend and a training allowance to faculty.

MFFP grantees include schools of medicine, nursing, osteopathic medicine, dentistry, pharmacy, allied health, podiatric medicine, optometry, veterinary medicine, public health and schools offering graduate programs in behavioral and mental health.

For more information on Minority Faculty Fellowships, call 301-443-2982.

Looking for General Academic Funding Sources?

Go to the Federal Student Aid Information Center

<http://studentaid.ed.gov/PORTALSWebApp/students/english/index.jsp>
Most federal student aid is awarded based on financial need rather than scholastic achievement. For instance, most grants are targeted to low-income students. However, you do not have to show financial need to receive certain federal student loans. Call 800-4-FED-AID (800-433-3243) for more information.

Department of Health and Human Services

These federal Department of Health and Human Services (HHS) offices should be contacted directly for further information on grant announcements.

Administration for Children and Families (ACF)

Office of Administration
Office of Financial Services
370 L'Enfant Promenade, S.W.
Washington, DC 20201
202-401-9238
202-401-5450 Fax
<http://www.acf.hhs.gov/grants/index.html>

Administration on Aging (AOA)

Department of Health and Human Services
Attn: Grants Department, 4th Floor
Washington, DC 20201
202-357-3445
202-357-3466 Fax
<http://www.aoa.gov/doingbus/doingbus.asp>

Agency for Healthcare Research and Quality (AHRQ)

540 Gaither Road, Suite 2000
Rockville, MD 20850
301-427-1364
301-427-1462 Fax
<http://www.ahrq.gov/fund>

Agency for Toxic Substances and Disease Registry (ATSDR)

Centers for Disease Control and Prevention
Procurement and Grants Office
2920 Brandywine Road
Atlanta, GA 30341
800-CDC-INFO
770-488-2828 Fax
<http://www.atsdr.cdc.gov/2p-funding.html>

Center for Faith-Based and Community Initiatives

200 Independence Ave., S.W.
Room 120F
Washington, DC 20201
202-619-0257
202-401-3463 Fax
<http://www.hhs.gov/fbci>

Centers for Disease Control and Prevention (CDC)

Procurement and Grants Office
1600 Clifton Road
Atlanta, GA 30333
404-639-3311
404-639-7039
<http://www.cdc.gov/funding.htm>

Centers for Medicare and Medicaid Services (CMS)

Acquisitions and Grants Group
7500 Security Blvd.
Baltimore, MD 21244
410-786-3000
<http://www.cms.hhs.gov/contracts>

Food and Drug Administration (FDA)

Office of Contracts and Grants Management Division
5600 Fishers Lane
Room 2129
Rockville, MD 20857
301-827-7171
301-827-7101 Fax
<http://www.fda.gov/oc/ofacs/grants>

Health Resources and Services Administration (HRSA)

Grants Management Officer, MCHB
HRSA Grants Application Center
5600 Fishers Lane
Rockville, MD 20857
877-HRSA-123 (877-477-2123)
877-HRSA-345 Fax
<http://www.mchb.hrsa.gov/grants/default.htm>

Note: The following HRSA offices have Web sites with direct links to their funding opportunities. Contact information for each is the same as above.

Bureau of Health Professions (BHP)

<http://bhpr.hrsa.gov/grants/default.htm>

Bureau of Primary Health Care (BPHC)

<http://www.bphc.hrsa.gov/grants>

HRSA HIV/AIDS Bureau (HAB)

<http://hab.hrsa.gov/grant.htm>

Maternal & Child Health Bureau (MCHB)

<http://www.mchb.hrsa.gov/grants/default.htm>

Office of Rural Health Policy (ORHP)

<http://ruralhealth.hrsa.gov/funding>

Office for the Advancement of Telehealth (OAT)

<http://telehealth.hrsa.gov/grants.htm>

Department of Health and Human Services

Indian Health Service (IHS)

Office of Administration and Management
Grants and Contracts Division
Twinbrook Metro Plaza
801 Twinbrook Parkway, Suite 400
Rockville, MD 20852
301-443-5774
301-443-2510 Fax
<http://www.ihs.gov>

National Center for Health Statistics (NCHS)

Office of Management/Program Acquisition Branch
3311 Toledo Road, Room 5303
Hyattsville, MD 20782
301-458-4722
301-458-4671 Fax
<http://www.cdc.gov/nchs/otheract/grants/grants.htm>

National Institutes of Health (NIH)

Grants Information (GrantsInfo)
Division of Extramural Outreach and Information Resources
Office of Extramural Research
NIH/OD
9000 Rockville Pike
Bethesda MD 20892-7983
301-435-0714
301-451-5936 TTY
301-480-0525 Fax
<http://grants1.nih.gov/grants/guide/index.html#other>

National Institute for Occupational Safety and Health (NIOSH)

Grants Management Officer, Procurement and Grants Office
Centers for Disease Control and Prevention
Acquisition and Assistance Field Branch
626 Cochrans Mill Road
P. O. Box 1870
Pittsburgh, PA 15236
412-386-6428
<http://www.cdc.gov/niosh/oep/funding.html>

Occupational Safety and Health Administration (OSHA)

Division of Training and Educational Programs
OSHA Office of Training and Education
1555 Times Drive
Des Plaines, IL 60018
847-297-4810
847-297-4874 Fax
<http://www.osha.gov/fso/ote/training/sharwood/sharwood.html>

Office of Public Health and Science

Office of Grants Management
Department of Health and Human Services
1101 Wootton Parkway, Suite 550
Rockville, MD 20852
301-594-0758
301-594-9399 Fax
<http://www.osophs.dhhs.gov/ophs>

Substance Abuse and Mental Health Services Administration (SAMHSA)

Office of Extramural Programs
Grants Management Branch
Parklawn Building, Room 13C-100
1 Choke Chreey Road
Rockville, MD 20851
240-276-2000
<http://www.samhsa.gov/grants>

Note: The following SAMHSA centers have Web sites with links to their funding opportunities. Contact information for each is the same as above.

Center for Mental Health Services (CMHS)

<http://mentalhealth.samhsa.gov/funding>

Center for Substance Abuse Prevention (CSAP)

<http://www.samhsa.gov/grants/index.html>

Center for Substance Abuse Treatment (CSAT)

<http://www.samhsa.gov/grants/index.html>

State Single Points of Contact (SPOCs)

White House Executive Order 12372, “Intergovernmental Review of Federal Programs,” was issued with the desire to foster the intergovernmental partnership and strengthen federalism by relying on state and local processes for the coordination and review of proposed federal financial assistance and direct federal development. The Order allows each state to designate an entity to perform this function.

Below is the official list of those entities. States that are not listed on this page have chosen not to participate in the intergovernmental review process, and therefore do not have a SPOC. Please contact the Office of Minority Health Resource Center if you have any questions.

ARKANSAS

Tracy L. Copeland
Manager, State Clearinghouse
Office of Intergovernmental Services
Department of Finance and Administration
1515 W. Seventh St., Room 412
Little Rock, AR 72203
501-682-1074
501-682-5206 Fax

CALIFORNIA

Grants Coordination
State Clearinghouse
Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814
916-323-7480
916-323-3018 Fax

DELAWARE

Francine Booth
Office of the Budget
Thomas Collins Building
P.O. Box 1401
Dover, DE 19901
302-739-3326
302-739-5661 Fax

DISTRICT OF COLUMBIA

Charles E. Nichols
Office of Partnerships and Grants Development
Executive Office of the Mayor
District of Columbia Government
717 14th St., N.W.
Suite 500
Washington, DC 20001
202-727-6554
202-727-1617 Fax

FLORIDA

Lauren P. Milligan
Florida State Clearinghouse
Florida Dept. of Environmental Protection
2740 Centerview Drive
Tallahassee, FL 32399-3000
904-922-5438
904-487-2899 Fax

GEORGIA

Tom Reid
Georgia State Clearinghouse
270 Washington St., S.W.
Atlanta, GA 30334
404-656-3855
404-656-3828 Fax

ILLINOIS

Virginia Bova
Department of Commerce and Economic Opportunities
100 West Randolph, Suite 3-400
Chicago, IL 60601
312-814-6028
312-814-1800 Fax

IOWA

Steven R. McCann
Division of Community and Rural Development
Iowa Department of Economic Development
200 East Grand Ave.
Des Moines, IA 50309
515-242-4719
515-242-4809 Fax

KENTUCKY

Ron Cook
Department for Local Government
1024 Capital Center Drive, Suite 340
Frankfort, KY 40601
502-573-2382
502-573-2512 Fax

State Single Points of Contact (SPOCs)

MAINE

Joyce Benson
State Planning Office
184 State St.
38 State House Station
Augusta, ME 04333
207-287-3261
207-287-6489 Fax

MARYLAND

William G. Carroll
Capital Planning and Development Review
Maryland Department of Planning
301 West Preston St., Room 1104
Baltimore, MD 21201-2305
410-225-4490
410-225-4490 Fax

MICHIGAN

Richard Pfaff
Southeast Michigan Council of Governments
660 Plaza Drive, Suite 1900
Detroit, MI 48226
313-961-4266
313-961-4869 Fax

MISSISSIPPI

Cathy Mallette
Clearinghouse Officer
Department of Finance and Administration
455 North Lamar St.
Jackson, MS 39202
601-359-6762
601-359-6758 Fax

MISSOURI

Lois Pohl
Federal Assistance Clearinghouse
Office of Administration
P. O. Box 809
Truman Building, Room 840
Jefferson City, MO 65102
573-751-4834
573-522-4395 Fax

NEVADA

Heather Elliott
Department of Administration
State Clearinghouse
209 E. Musser St., Room 200
Carson City, NV 89701
702-687-4065
702-687-3983 Fax

NEW HAMPSHIRE

Jeffrey H. Taylor
Director, New Hampshire Office of State Planning
Attn: Intergovernmental Review Process/Mike Blake
2-1/2 Beacon St.
Concord, NH 03301
603-271-2155
603-271-1728 Fax

NEW MEXICO

Robert Peters
Local Government Division
Bataan Memorial Building, Room 190
Santa Fe, NM 87503
505-827-3640

NEW YORK

New York State Clearinghouse
Division of the Budget
State Capital
Albany, NY, 12224
518-444-1605
518-486-5617 Fax

NORTH DAKOTA

Jim Void
Division of Community Services
600 East Boulevard Ave., Dept. 105
Bismarck, ND 58505-0170
701-224-2094
701-224-2308 Fax

RHODE ISLAND

Kevin Nelson
Department of Administration
Statewide Planning Program
One Capitol Hill
Providence, RI 02908-5870
401-277-2656
401-277-2083 Fax

State Single Points of Contact (SPOCs)

SOUTH CAROLINA

Rodney Grizzle
State Single Pt. of Contact
Grant Services
Office of the Governor
1205 Pendeton Street, Room 331
Columbia, SC 29201
803-734-0494
803-734-0356 Fax

TEXAS

Tom Adams
Governor's Office
P. O. Box 12428
Austin, TX 78711
512-463-1771
512-936-2681 Fax

UTAH

Clare Wright
Utah State Clearinghouse
Governor's Office of Planning and Budget
State Capitol, Room 116
Salt Lake City, UT 84114
801-538-1535
801-538-1547 Fax

WEST VIRGINIA

Fred Cutlip
Community Development Division
West Virginia Development Office
Building #6, Room 553
Charleston, WV 25305
304-558-4010
304-558-3248 Fax

WISCONSIN

Jeff Smith
Section Chief, Federal/State Relations
Wisconsin Department of Administration
101 E. Wilson St., 6th Floor
P. O. Box 7868
Madison, WI 53707
608-266-0267
608-267-6931 Fax

AMERICAN SAMOA

Pat M. Galea'I
Federal Grants/Programs Coordinator
Office of Federal Programs/Office of the Governor
Department of Commerce
American Samoa Government
Pago Pago, American Samoa 96799
011-684-633-5155
011-684-633-4195 Fax

GUAM

Giov T. Sgambelluri
Bureau of Budget and Mgmt. Research
Office of the Governor
P. O. Box 2950
Agana, Guam 96910
011-671-472-2285
011-671-472-2825 Fax

NORTH MARIANA ISLANDS

Ms. Jacoba T. Seman
Federal Programs Coordinator
Office of Management and Budget
Office of the Governor
Saipan, MP 96950
670-664-2289
670-664-2272 Fax

PUERTO RICO

Norma Bargas
Puerto Rico Planning Board
Federal Proposals Review Office
Minillas Government Center
P. O. Box 41119
San Juan, PR 00940-1119
787-723-6190
787-722-6783 Fax

VIRGIN ISLANDS

Linda Clark
Office of Management and Budget
#41 Norre Gade Emancipation Garden Station, 2nd Floor
Saint Thomas, VI 00802
340-774-0750
340-776-0069 Fax

Private Funding

Private funding can be obtained from a variety of sources, such as foundations, corporations, voluntary agencies and community groups. Generally, private organizations fund programs that address their individual interests, such as health care, the environment or programs that benefit a particular group (e.g., minorities, women).

National Foundations

There are several national foundations that fund health-related issues. For example, the Robert Wood Johnson Foundation (RWJ) is reported to be the largest national philanthropy devoted exclusively to health. Since its inception, RWJ has provided over \$2 billion in grants.

The Foundation awards grants through national calls for proposals and unsolicited requests for funding. Like most national foundations, RWJ focuses its grant making in select areas, such as access to health care, chronic health conditions and substance abuse prevention. The Foundation funds its grantees through both multi-site "national programs" and single-site projects.

National programs are typically directed from institutions outside the Foundation by small staffs of experts supported by grant funds. Other national foundations that fund health-related projects include the Commonwealth Fund.

Community Foundations

When seeking funds for local and regional programs, do not overlook community foundations. Community foundations are generally public charities, supported by and operated for the benefit of a specific community or region.

One example of a community foundation is the California Community Foundation (CCF). This foundation funds programs that focus on health, early education, neighborhood revitalization and employment.

In the area of health, CCF funds programs that enhance access to primary health care for the working poor and those living in poverty. Specifically, programs that work at the local level targeting health issues within neighborhoods and particular communities.

The Foundation is particularly interested in enhancing access to primary medical services for vulnerable and disadvantaged populations as well as addressing costly chronic diseases through prevention and education, early detection and control measures that benefit both individuals and the financially threatened public health system.

Helpful Tips

Before starting:

- ◆ Use the local library to find information on private foundations.
- ◆ Learn more about the organization before soliciting.
- ◆ Obtain an annual report and review the financial profile of the organization.
- ◆ Ensure project goals fall within the foundation's area of interest and tax-exemption qualifications.
- ◆ Contact the organization for application guidelines and general information.

We Can Help!

Office of Minority Health Resource Center Databases

<http://www.omhrc.gov/omh/q-newmaindb2.htm>

Organization Database

The Organization Database contains information about minority health organizations: federal information centers and clearinghouses, state and local health departments, national organizations, research centers, health clinics and professional associations.

Documents Database

The Documents Database contains listings of over 1,400 publications. These include books, government reports, bibliographies, directories, pamphlets, journals, magazines and fact sheets. Entries include short abstracts and information about the publication.

Call 800-444-6472 for assistance.

Note: Inclusion in the Funding Guide does not imply endorsement by the U.S. Department of Health and Human Services.

Technical Assistance

The following organizations are just a few of many that offer technical assistance through grant-writing seminars, consultants, guides, workshops and training. These organizations also offer online information, publications, toolkits, newsletters, booklets and videotapes.

BoardSource

1828 L St., N.W.
Suite 900
Washington, DC 20036-5114
800-883-6262
202-452-6262
202-452-6299 Fax
<http://www.boardsource.org>

BoardSource, formerly the National Center for Nonprofit Boards, is a resource for practical information, tools and best practices, training and leadership development for board members of nonprofit organizations worldwide. BoardSource provides resources to nonprofit leaders through workshops, training, and an extensive Web-based database, as well as governance consultants who work directly with nonprofit leaders to design specialized solutions to meet an organization's needs and a comprehensive selection of material on nonprofit governance, including a large selection of booklets, books, videotapes and audiotapes.

Chronicle of Philanthropy

1255 23rd St., N.W.
Suite 700
Washington, DC 20037
202-466-1200
202-223-6292 Fax
<http://philanthropy.com>

Published biweekly (in print and online), this newspaper includes information on fundraising, philanthropy and government, nonprofit management, grantmakers and job announcements. Contact directly for ordering information.

Council on Foundations

1828 L Street, N.W.
Suite 300
Washington, DC 20036
202-466-6512
202-785-3926 Fax
<http://www.cof.org>

The Council on Foundations assists foundation staff via technical assistance, research, publications, conferences and workshops, legal services and a wide array of other services. Offers publications on various topics, such as community foundations, corporate foundations and giving programs, family foundations and small foundations.

The Foundation Center

79 Fifth Avenue
New York, NY 10003
800-424-9836
212-620-4230
212-807-3691 Fax
<http://fdncenter.org>

The Foundation Center is a national service organization established by foundations to provide comprehensive sources of information on foundation and corporate giving. The New York, Washington, D.C., Atlanta, Cleveland and San Francisco centers offer a wide variety of services and comprehensive collections of information on foundations and grants. Cooperating Collections are funding information centers in libraries, community foundations and other nonprofit resource centers that provide a core collection of Foundation Center publications, materials and services to grantseekers.

The Foundation Center—Atlanta

50 Hurt Plaza, Suite 150
Atlanta, GA 30303-2914
404-880-0094
<http://fdncenter.org/atlanta>

The Foundation Center—Cleveland

1422 Euclid Avenue, Suite 1600
Cleveland, OH 44115-2001
216-861-1934
<http://fdncenter.org/cleveland>

The Foundation Center—San Francisco

312 Sutter Street, Suite 606
San Francisco, CA 94108-4314
415-397-0902
<http://fdncenter.org/sanfrancisco>

The Foundation Center—Washington, DC

1627 K Street, N.W., 3rd Floor
Washington, DC 20006-1708
202-331-1400
<http://fdncenter.org/washington>

The Foundation Center—Cooperating Collection

<http://fdncenter.org/collections>

Note: Inclusion in the Funding Guide does not imply endorsement by the U.S. Department of Health and Human Services.

Technical Assistance

Grantmakers in Health

1100 Connecticut Avenue, N.W.
Suite 1200
Washington, DC 20036
202-452-8331
202-452-8340 Fax
<http://www.gih.org>

Grantmakers In Health (GIH) is a nonprofit, educational organization dedicated to helping foundations and corporate giving programs improve the nation's health.

GIH generates and disseminates information about health issues and grantmaking strategies by offering issue-focused forums, workshops, and large annual meetings; publications; continuing education and training; technical assistance; consultation on programmatic and operational issues and by conducting studies of health philanthropy. Additionally, the organization brokers professional relationships and connects health grantmakers with each other as well as with grantmakers in other fields whose work has important implications for health. It also develops targeted programs and activities and provides customized services on request to individual funders.

Grantsmanship Center

P. O. Box 17220
Los Angeles, CA 90017
213-482-9860
213-482-9863 Fax
<http://www.tgci.com>

The Grantsmanship Center is a source of fundraising training and information for the nonprofit sector. The Center assists in developing and improving funding and program-planning skills. It offers workshops and seminars in grantsmanship and proposal writing.

The Center publishes a wide range of publications, including *Program Planning and Proposal Writing*, a widely used proposal format, and *The Grantsmanship Center Magazine*. TGCI's Winning Grant Proposals Online collects the best of funded federal grant proposals annually and makes them available on CD-ROM.

The Foundation Center produces a series of 12 Grant Guides on various topics including:

Grants for Minorities, 2003/2004 Edition

\$75.00 ISBN 1-931923-83-3

The new edition of this subject-specific guide provides descriptions of over 14,000 recent grants of \$10,000 or more awarded by 787 foundations—grants with a total dollar value of over \$1.3 billion. The subject index helps locate funders for specific projects. A geographic index details which grantmakers are funding programs in certain states or countries. A recipient index allows interested parties to track grants awarded to organizations similar to their own.

Grants for Individuals, 13th Edition

\$65.00
ISBN 1-931923-45-0

The publication is devoted exclusively to foundation funding opportunities for individual grantseekers. It features over 5,500 entries packed with the current information that individual grantseekers need most: addresses, contact names, financial data, application information, program descriptions and more. Each section includes foundations that award millions of dollars each year to individuals for educational support (scholarships and student loans); general welfare; arts and cultural support; awards, prizes and grants by nomination; international applicants; company employees (education and general welfare); students and graduates of specific schools and research and professional support.

The National Guide to Funding in Health, 8th Edition

\$155.00
ISBN 1-931923-42-6

This publication features information on thousands of grantmakers that have an interest in funding health-related programs and institutions. The grantmakers featured in this volume award significant amounts of funding on a yearly basis to healthcare facilities, universities, research institutes, health care associations and a large range of other organizations and projects.

The Foundation Center's Guide to Winning Proposals

This new *Guide to Winning Proposals* features grant proposals that have been funded by grantmakers. Each proposal includes a critique by the decision maker who funded the proposal. The book contains commentary on the pros and cons of each proposal, what makes some proposals more successful than others and what convinces a foundation to say yes to a proposal.

Note: Inclusion in the Funding Guide does not imply endorsement by the U.S. Department of Health and Human Services.

Foundations

Foundations are a good source of funding for various projects—the following are just a few of the many that make funds available for health programs and projects. Contact foundations directly for more information. For more information on a specific foundation, contact the Office of Minority Health Resource Center at 800-444-6472.

Burroughs Wellcome Fund

<http://www.bwfund.org>

The North Carolina-based Burroughs Wellcome Fund, an independent private foundation that works to advance the medical sciences by supporting research and other scientific and educational activities, makes approximately 85 percent of its grants through competitive award programs that support investigators in targeted areas of basic scientific research relevant to human health. Award program information and grant guidelines are available online.

California Endowment

<http://www.calendow.org>

The California Endowment works with organizations and institutions that directly benefit the health and well-being of Californians, in particular those working to provide and expand access to affordable, quality health care for California's underserved individuals and communities. The Endowment takes a regional, community-based approach in its grantmaking and encourages community-based organizations and agencies to apply year-round. Complete application guidelines are available online.

California Healthcare Foundation

<http://www.chcf.org>

The California Healthcare Foundation works to expand access to affordable, quality health care for underserved individuals and California communities and to promote fundamental improvements in the health status of the state's residents. Program details and application guidelines are available online.

Charles A. Dana Foundation

<http://www.dana.org>

The Dana Foundation concentrates its funding in the areas of health and education. In the field of health, the Foundation supports research in the areas of brain imaging, neuroimmunology, memory loss and aging, the genetic basis of manic depressive illness, language-based learning disabilities and brain-body science.

Commonwealth Fund

<http://www.cmwf.org>

The New York City-based Commonwealth Fund supports independent research on health and social issues and makes grants to improve health care practice and policy. Nationally, the fund works to improve health insurance coverage and access to care as well as the quality of health care services. The fund also makes grants to improve health care in New York City and offers a variety of health policy-related fellowships.

Bill & Melinda Gates Foundation

<http://www.gatesfoundation.org>

The Seattle-based Bill & Melinda Gates Foundation, the largest private foundation in the United States, places a major focus on helping to improve people's lives through health and learning and looks for "strategic opportunities to extend the benefits of modern science and technology to people around the world, especially where poverty serves as an obstacle to participating in these benefits." The foundation currently supports programs in the areas of global health, including common diseases, public health, and nutrition in developing countries; education and lifelong learning, including the use of modern information technology; and family planning and reproductive health efforts in the developing world.

John A. Hartford Foundation

<http://www.jhartfound.org>

The John A. Hartford Foundation is committed to health care, training, research and service system innovations that will ensure the well-being and vitality of older adults. Its overall goal is to increase the nation's capacity to provide effective, affordable care to its rapidly increasing older population.

Looking for...

Foundations that fund cancer prevention projects?
Foundations in New Mexico?
Foundations that provide funds for medical research?

Contact the Office of Minority Health
Resource Center today!
800-444-6472 or www.omhrc.gov

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Foundations

Howard Hughes Medical Institute

<http://www.hhmi.org>

Through its grant program, the Howard Hughes Medical Institute (HHMI), a nonprofit medical research organization with an endowment of approximately \$13 billion, enhances science education for students at all levels and supports research resources in medical schools and other institutions within the United States as well as the research of outstanding biomedical scientists in selected countries elsewhere. In addition, HHMI, in collaboration with the American Association for the Advancement of Science, runs Grantsnet, a comprehensive Web site devoted to biomedical research grant opportunities.

Magic Johnson Foundation

<http://www.magicjohnson.org>

The Magic Johnson Foundation, Inc. was founded as a national public charity by Earvin Johnson, Jr. The mission of the Foundation is to raise money to fund community-based organizations serving the educational, health and social needs of children residing in inner-city communities and HIV/AIDS organizations specializing in education, prevention and care geared toward young people. Community-based organizations specializing in serving the educational, health and social needs of children, HIV/AIDS education, prevention and care are eligible for grants up to \$25,000. Awards are limited to organizations in Atlanta, Cleveland, Chicago, Baltimore, Washington, D.C., Houston, New York, and Northern and Southern California.

Henry J. Kaiser Family Foundation

<http://www.kff.org>

The Henry J. Kaiser Family Foundation (KFF) is a major source of timely, reliable and non-partisan information to policymakers, the media and the general public. KFF's work is focused in four main areas—health policy, reproductive health, HIV policy, and health and development in South Africa. The Foundation has created Kaisernetwork.org, a free webcasting service designed to deliver national health news and reports.

Susan G. Komen Breast Cancer Foundation

<http://www.komen.org>

The Susan G. Komen Breast Cancer Foundation's National Grant Program awards funding for basic, clinical and translational breast cancer research and for innovative projects in the areas of breast health education and breast cancer screening and treatment.

Donald W. Reynolds Foundation

<http://www.dwreynolds.org>

The Nevada-based Donald W. Reynolds Foundation makes health-related grants in the areas of cardiovascular research, aging and quality of life.

Rockefeller Foundation

<http://www.rockfound.org>

The New York City-based Rockefeller Foundation focuses its activities in the areas of creativity and culture, food security, health equity, working communities, global inclusions and a number of special programs. The Foundation's Health Equity Program seeks to counter health-product market failures with advocacy, capacity building and support for specific product initiatives. The Foundation also has acknowledged the need to address looming health threats and aims to revitalize public health systems to address the health priorities of poor and marginalized people and redress disparities, particularly in sub-Saharan Africa and South and Southeast Asia.

Robert Wood Johnson Foundation

<http://www.rwjf.org>

The Robert Wood Johnson Foundation (RWJF) is the largest U.S. foundation devoted to improving the health and health care of all Americans. RWJF concentrates its grantmaking in three areas: assuring that all Americans have access to basic health care at reasonable cost; improving care and support for people with chronic health conditions; and promoting health and preventing disease by reducing the harm caused by the abuse of tobacco, alcohol and illicit drugs. The Foundation supports training, education, research (excluding biomedical research) and projects that demonstrate the effective delivery of health care services.

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Philanthropy

Minority Philanthropy

The following organizations are just a few of many geared toward increasing minority involvement in philanthropic activities. Many offer technical assistance to community groups on grant seeking, professional development workshops, increased giving and much more. Contact the Office of Minority Health Resource Center at 800-444-6472 for more information on minority philanthropic organizations.

Asian Americans/Pacific Islanders in Philanthropy (AAPIP)

200 Pine Street
Suite 700
San Francisco, CA 94104
415-273-2760
<http://www.aapip.org>

AAPIP's goal is to increase the visibility of Asian Americans and Pacific Islanders (APA) in the philanthropy community through involvement in local and national philanthropic initiatives. Chapters sponsor a range of activities including technical assistance to community groups on grant seeking; briefings for grantmakers and communities on emerging issues affecting APA communities; site visits for funders to APA communities; and peer-to-peer mentoring programs for grantmaking members.

First Nations Development Institute

10707 Spotsylvania Ave.
Suite 201
Fredericksburg, VA 22408
540-371-5615
<http://www.firstnations.org>

First Nations Grantmaking provides both financial and technical resources to tribes and Native non-profit organizations to support asset-based development efforts that fit within the culture and are sustainable. The department offers support through the Eagle Staff Fund (including special initiatives within ESF), as well as other donor-advised and donor-designated funds.

The Institute also developed the Strengthening Native American Philanthropy (SNAP) initiative in 1995 to increase Native American and tribal participation in philanthropy, both as funders and grant recipients.

The Institute conducts workshops that provide information and training to tribes regarding creation of tribal charitable funds and foundations, individual tribal member philanthropy, and financial education training for individuals and families.

Hispanics in Philanthropy (HIP)

200 Pine Street
Suite 700
San Francisco, CA 94104
415-837-0427
<http://www.hiponline.org>

Hispanics in Philanthropy (HIP) is a transnational association of grantmakers, with more than 450 members representing corporate, public and private philanthropies. The association provides leadership and professional development workshops and conferences, offers funder-driven projects that support the Latino/Latin American civil sector, and includes regional, national and transnational networks of advocates for diversity and a strengthened civil sector.

National Center for Black Philanthropy

1828 L St., N.W.
Suite 300
Washington, DC 20036
866-999-1700
202-530-9770
<http://www.ncfbp.net>

Along with conferences, other focus areas of the National Center include promoting increased giving among African American businesses, educating the public about the philanthropic contributions of African Americans, strengthening and supporting African Americans involved in philanthropy, and researching the benefits of Black philanthropy to all Americans. The Center offers *Black Philanthropy*, a bimonthly report that includes information on black philanthropists, foundation and corporate givers, fund raisers, interesting fundraising strategies, innovative programs, new appointments, promotions and upcoming events.

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Funding Glossary

501(c)(3)

Section of the Internal Revenue Code that designates an organization as charitable and tax-exempt. Organizations qualifying under this section include religious, educational, charitable, amateur athletic, scientific or literary groups, organizations testing for public safety or organizations involved in prevention of cruelty to children or animals. Most organizations seeking foundation or corporate contributions secure a Section 501(c)(3) classification from the Internal Revenue Service.

Annual Report

A voluntary report issued by a foundation or corporate giving program that provides financial data and descriptions of grantmaking activities.

Appropriated Funds

Money set aside by Congress to be spent in the following fiscal year for specified projects or programs.

Assets

The amount of capital or principal (money, stocks, bonds, real estate, or other resources) of the foundation or corporation.

Authorized Funds

Money which Congress initially allocates for needed projects or programs. Until this money is appropriated, it cannot be spent.

Award

An award is financial assistance that provides support or stimulation to accomplish a public purpose.

Beneficiary

In philanthropic terms, the donee or grantee receiving funds from a foundation or corporate giving program is the beneficiary.

Block Grant

A block grant is a type of grant in which the recipients (normally state/local governments) have substantial authority over the type of activities to support, with minimal federal administrative restrictions.

Bricks and Mortar

An informal term for grants for buildings or construction projects.

Budget

Itemized list of expenditures and income that is written as part of a proposal.

Budget appropriation

The yearly amount given to a government agency by Congress.

Budget Period

The intervals of time (usually 12 months each) into which a project period is divided for budgetary and funding purposes.

Capital Support

Funds provided for endowment purposes, buildings, construction, or equipment and including, for example, grants for 'bricks and mortar.'

Community-based Organization (CBO)

CBOs are human service organizations that provide services to residents of the community.

Challenge Grant

A grant award that will be paid only if the donee organization is able to raise additional funds from another source(s).

Community Fund

An organized community program that makes annual appeals to the general public for funds which are usually not retained in endowment but are used for the ongoing operational support of local social and health service agencies.

Community Foundation

A 501(c)(3) organization which makes grants for charitable purposes in a specific community or region.

Company-Sponsored Foundation

A private foundation whose grant funds are derived primarily from the contributions of a profit-making business organization, i.e., Coca-Cola Foundation.

Competitive Grant

A grant that must go through a review process by a reviewer or team of reviewers.

Contract

An agreement between the government and an individual or organization to perform a specific work order, job or function for a specified amount of money.

Funding Glossary

Cooperative Venture

A joint effort between or among two or more grantmakers (including foundations, corporations and government agencies).

Corporate Giving Program

A grantmaking program established and administered within a profit-making company.

Demonstration Grant

Funds used to underwrite a feasibility study or program (e.g., to test the assumption that a new drug rehabilitation program actually works).

Demonstration Project

A first-of-a-kind project funded in hopes of demonstrating to others how to educate, deliver services or establish new research methodologies.

Direct Costs

Costs that can be specifically identified with a particular project(s) or activity. Examples of research project-specific expenses include expenses for equipment, personnel, travel and other expenses necessary to carry out a research project.

Donee

The recipient of a grant. Also known as the grantee or in some cases, the beneficiary.

Donor

The individual or organization that makes a grant or contribution.

Endowment

Funds intended to be kept permanently and invested to provide income for continued support of an organization.

Entitlement Grant

Noncompetitive and awarded automatically on basis of legally defined formula to all agencies or institutions that qualify (state, medical schools, etc.) .

Extramural Awards

Funds provided by the government to researchers and organizations outside the government.

Family Foundation

An independent private foundation whose funds are derived from members of a single family—the Bill and Melinda Gates Foundation, for example.

Federated Giving Program

A joint fundraising effort usually administered by a non-profit ‘umbrella’ organization, which in turn distributes contributed funds to several nonprofit agencies.

Fiscal Year (FY)

A 12-month accounting period, which for the federal government runs from October 1 of one calendar year to September 30 of the next.

Formula Grants

Awarded by federal agencies on the basis of a set formula, such as so many dollars per population, per capita income or enrollment. Chief recipients are state governments.

General and Administrative Costs

Expenses incurred by contractor/grantee in the management and administration of the organization as a whole (e.g., accounting staff, legal expenses, expenses related to proposal preparation).

General Purpose Grant

A grant made to further the general purpose or work of an organization rather than for a specific purpose or project.

Grant

A financial assistance mechanism providing money, property, or both to an eligible entity to carry out an approved project or activity.

Grantee

An individual or organization that receives a grant.

Grantor

The individual or organization that makes a grant.

Grassroots Fundraising

Efforts to raise money from individuals or groups from the local community on a broad basis.

Independent Foundation

A grantmaking organization usually classified by the IRS as a private foundation.

Indirect Costs

Costs not directly related to producing a product or providing a service specified in a contract or grant, but are necessary to the operations of the organization. For example, the costs of operating and maintaining the facilities, depreciation, and administrative salaries are generally treated as indirect costs.

Funding Glossary

In-Kind Contributions

A contribution of goods or services that is not cash or appreciated property.

Intramural Funding

Monies spent by the federal government internally for staff operating expenses, travel, supplies, programs, research, etc.

Legislative Intent

When Congress appropriates money for specific programs or projects through an agreed-upon budget.

Legislative Language

The actual wording contained in items passed (approved by a majority) by a legislature—for example, the United States Congress. Legislative language in a budget has the weight of law and must be followed.

Matching Grants/Funds

Contributions matching the award amount that must be provided by the grantee or a third party.

Matching Gifts Program

A grant or contributions program that will match employees' or directors' gifts made to qualifying educational, arts and cultural, health or other organizations.

Mission Statement

A mission statement is a written statement that defines the business of the organization, states the basic goals and guiding philosophies and establishes a context within which strategies are formulated and can be used to initiate, evaluate and refine activities.

Operating Support

A contribution given to cover the regular personnel, administrative and other expenses.

Other Direct Costs

Cost of all items, except direct labor, directly related to producing the end project.

Overhead Costs

Expenses incurred by contractor or grantee in maintaining staff and facilities (e.g., rent, supplies, equipment, employee fringe benefits).

Peer Review

Advisory panel of experts from outside the government who make recommendations on the relative merit of applications. Used by most units of the federal government to review research and project grants.

Principal Investigator/Project Director

An individual designated by the grantee to direct the project or activity being supported by the grant. He or she is responsible and accountable to the grantee for the proper conduct of the project or activity.

Private Foundation

A nongovernmental, nonprofit organization with funds (usually from a single source, such as an individual, family or corporation) and programs managed by its own trustees or directors that was established to maintain or aid social, educational, religious, cultural or other charitable activities serving the common welfare, primarily through the making of grants.

Program Amount

Funds expended to support a particular program.

Program Announcement (PA)

A PA is an awarding agency's formal published announcement of the availability of federal funding through one of its assistance programs. The announcement invites applications and provides information such as eligibility and evaluation criteria, funding preferences and priorities, procedures for obtaining application kits, and submission deadlines. The difference between PAs and RFAs is that PAs have recurring receipt dates.

Program Officer

A staff member of a foundation or corporate giving program who may do some or all of the following: recommend policy, review grant requests, manage the budget and process applications for the board of directors or contributions committee.

Project Grants

An overall term for the wide variety of grants that support specific projects.

Project Period

The total time for which support of a project has been approved, including extensions of time.

Funding Glossary

Proposal

A written application, often with supporting documents submitted to a foundation or corporation in requesting a grant.

Public Charity

In general, an organization that is tax exempt under Code section 501(c)(3) and is classified by the IRS as a public charity and not a private foundation.

Qualifying Distributions

Expenditures of private foundations used to satisfy payout requirements.

Query Letter

A brief letter outlining an organization's activities and its request for funding sent to a foundation or corporate giving program to determine whether it would be appropriate to submit a full grant proposal.

Revenue Sharing

Mechanism whereby the federal government turns funds back to local units of government.

Request for Application (RFA)

An RFA is a grant announcement that contains all the instructions and information needed to prepare a grant application. It describes the intent and goals of the program; provides special requirements, applicable policies, and procedures; and includes complete guidance for preparing and submitting an application.

Request for Proposal (RFP)

When the government issues a new contract or grant program, it sends out RFPs to agencies that might be qualified to participate. The RFP lists project specifications and application procedures.

Seed Money

A grant or contribution used to start a new project or organization. Seed grants may cover salaries and other operating expenses of a new project.

Special Purpose Foundation

A private foundation that focuses its grantmaking activities in one or a few special areas of interest.

Stipend

A payment made to an individual under a fellowship or training grant in accordance with pre-established levels to provide for the individual's living expenses during the period of training.

Tax Exempt

Refers to organizations that do not have to pay federal or state corporate tax, State sales taxes, or telephone excise taxes.

Technical Assistance

Operational or management assistance given to nonprofit organizations. It can include fundraising assistance, budgeting and financial planning, program planning, legal advice, marketing and other aids to management. Assistance may be offered directly by a foundation or corporate staff member or in the form of a grant to pay for the services of an outside consultant.