

IDAHO WOMEN'S CHARITABLE FOUNDATION (IWCF)

Letter of Inquiry Instructions and FORM

Please follow these instructions carefully. In the event of discrepancies between this document and information on general web pages this document is more current.

Funding Criteria:

The IWCF funds projects that:

- Address a critical or immediate community need
- Support new directions (start-up charitable ventures or new projects of established groups)
- Create innovative approaches to time-worn problems

Interest Areas:

IWCF funds projects in five specific Interest Areas: Cultural Arts, Education, Environment, Financial Stability and Health. **Letters of Inquiry (LOIs) submitted without a designated primary Interest Area will not be considered.** You may submit only one LOI per Interest Area, but you may submit a different proposal in a different Interest Area. The following examples should guide your Interest Area designations:

Cultural Arts: Projects providing art, music, humanities, dance, 2D and 3D visual, traditional crafts, etc., for all ages, abilities and income levels, especially using innovative methods for reaching underserved populations. Proposals to purchase works for public display, or to fund performances and/or film production are also appropriate.

Education: Projects targeting all ages, including early learning, literacy, public and private K-12, and post-secondary enrichment or degree programs. Proposals for enrichment programs, mentoring, childcare/pre-school, instructional or equipment upgrades or special pilot/reproducible projects are appropriate.

Environment: Projects addressing regional environmental issues (flora, fauna, land, air, water) such as resource conservation, mitigation, reclamation or environmental education. Projects could also include parkland improvements or serve domestic or agricultural animals in need.

Financial Stability: Projects addressing poverty, homelessness, housing, self-sufficiency for families and seniors, particularly unduplicated, sparsely offered programs targeting under-served populations. Previously funded programs include information and referral services, work/job training, food/clothing collection/distribution, homeless shelter programs, transitional housing, financial assistance, case management/mentoring programs and those serving newly emerging populations in need.

Health: Projects addressing general health care and issues of domestic violence, child abuse/parenting, substance abuse, suicide, disabilities and wellness or recreation programs. Projects may include unduplicated (sparsely offered or under-served) services such as information and referral, accessible health care, senior safety, preventative services and treatments for children, youth, or adults.

Typical Recipients:

The IWCF Grant Committee meets its mission of informed giving by researching and nominating proposals for a members' ballot that best meet IWCF's primary funding criteria. Groups funded include:

- nonprofit 501(c)(3) organizations
- educational institutions
- government entities such as parks, libraries, special purpose commissions
- tax-exempt religious organizations that propose to provide benefits beyond the immediate congregation, do not limit service based on beliefs and strictly avoid promulgating beliefs or faith to persons being served.

A list of projects the IWCF has funded is available at: <http://www.idahowomenscharitablefoundation.org/>

Geographic Areas Served:

IWCF funds projects in the following southwest Idaho counties (even if requesting organizations are based elsewhere): Ada, Canyon, Adams, Elmore, Gem, Owyhee, Payette, Valley and Washington.

Funding Minimums and Components:

IWCF considers funding requests for a minimum of \$10,000 and up to approximately \$25,000. IWCF will consider skills development and/or enhanced technology requests that might help your project and your organization succeed. Please request the amount you actually need.

Discouraged Requests:

IWCF strives to select organizations or projects that will make a significant impact within the greater Treasure Valley pursuant to its funding criteria. IWCF will not consider projects strictly for operating funds, scholarships, capital/building campaign contributions, funds to be re-granted to individuals, endowment donations or projects designed to influence government officials.

General Information:

IWCF solicits LOIs strictly for preliminary information-gathering purposes. Review of an LOI does not guarantee further consideration for funding. IWCF will invite selected organizations to submit full grant proposals in early February 2012. Previously funded organizations may submit LOIs in subsequent years for projects unrelated to any that previously received funding from IWCF.

How and When to submit your Letter of Inquiry:

All Letters of Inquiry are due by midnight on Thursday, December 1, 2011. Letters of Inquiry may be submitted in one of two ways:

- Preferred: Complete the LOI on the attached .doc file, re-name it, and submit it as an email attachment to: office@idahowomenscharitablefoundation.org
- Alternatively: Create the LOI on the attached .doc file, print and mail it by US mail to:

ATTN Grants Chair
Idaho Women's Charitable Foundation
P.O. Box 6164
Boise, ID 83707-6164

Please do not include attachments to the LOI form. IWCF will ask for them later if we select your organization to submit a full grant proposal. **Please limit your USPS mailed LOI, including the contact information and project description, to one double-sided letter size sheet using an 11 point or larger font.** Text that does not fit on a single, 2-sided letter size sheet will not be reviewed.

Please plan ahead: IWCF will not consider proposals that are hand-delivered to the personal residences of IWCF officers or members. LOIs bearing postmarks of November 30 will only be considered after December 1, 2011 if a delay is caused by the US Postal Service.

IDAHO WOMEN'S CHARITABLE FOUNDATION

Letter of Inquiry for 2012 Pooled Fund Grant

IWCF Interest Area Designation (Please check only one):

Cultural Arts Education Environment Financial Stability Health

Name of Your Organization:

Does your organization have 501(c)(3) or other tax exempt designation from the IRS? Yes No

PROJECT TITLE:

PROJECT SUMMARY:

Target population demographics and geographic area to be served:

Executive Director:

Address:

City, State, Zip:

Phone:

Fax:

Email:

Website:

Contact person, title, phone number and email (if different from ED):

Mission of Your Organization:

Total Annual Budget for Your Organization:

Total Estimated Budget for this Project:

Anticipated Dollar Amount You Seek from IWCF:

Is there a skills development or enhanced technology component of your project that would help your organization succeed? If so please describe it and estimate the cost of such a component.

On the second page please tell us about your project. Be sure to describe how the project meets at least one and preferably more of the three IWCF funding criteria; how you would use a pooled funds grant from IWCF; and how you will meet your project timeline by receiving funds in two payments (June 2012 and December 2012). Please do not exceed one page in your description.

