



*Just as its founders Helene and Esther Foellinger consistently encouraged organizations to better serve Allen County, the Foellinger Foundation offers this grant opportunity to continue that tradition.*

## Background

Based on over 50 years of experience, we've learned that investing in strong leaders is among the most effective long-term uses of Foundation grants. While there are always immediate issues to be met, the future of our community depends on having a pool of energetic, motivated nonprofit leaders who have the ability to think deeply about the issues of the people they serve.

That was true when Helene and Esther Foellinger started the Foundation in 1958. And it is especially true today, when our economy places enormous demands on local nonprofits. Today's nonprofit leaders must adapt to constant change, manage to do more on limited funds, and confront never-ending demands on their time and resources.

As a way to commemorate the Foundation's 50<sup>th</sup> Anniversary in 2008, the Inspire grant was developed to equip leaders dealing with these challenges. Nineteen grants were awarded to support the personal and professional development of these leaders and an investment was made in the organizations that will pay dividends for years to come. For more information about the 50<sup>th</sup> Anniversary Inspire grants, please visit the Foundation's website ([foellinger.org](http://foellinger.org)) to download a copy of "Inspire Grant: An Uncommon Approach to Grantmaking."

The good news is the Inspire grants far exceeded the Foundation's expectations by validating the value of reflection time for leaders. Therefore, the Foundation will offer this opportunity to qualified Allen County nonprofits on a competitive basis.

### The Inspire grant opportunity may be used to:

- ✘ Examine new opportunities
- ✘ Develop your key staff members
- ✘ Research a solution to a problem
- ✘ Visit peer organizations
- ✘ Explore enrichment
- ✘ Focus on a pressing problem
- ✘ Pursue a sabbatical
- ✘ Renew your energy

## Inspire grants are competitive grants with two phases: the Inspire Phase and the Action Phase

- During the Inspire Phase (up to \$15,000), leaders will have an opportunity to look beyond their daily duties, to renew their energies and to explore new perspectives. Leaders can also use this opportunity to not only develop themselves, but to provide development opportunities for key staff members—the next generation of leaders. The grant will pay for personal or group retreats, personal research projects, sabbaticals—it's up to the organization. The Inspire Phase can engage the CEO or executive director and/or key board members and staff leaders.
- During the Action Phase (up to \$10,000), the results of this newfound inspiration will be put to work to make the nonprofit stronger.

### Guidelines for the grant opportunity:

#### Inspire Phase + Action Phase = up to \$25,000

- Inspire Phase—up to \$15,000 for reflection and renewal (board, executive director, key staff).
- Action Phase—up to \$10,000 based on satisfactory completion of the Inspire Phase. This means a clear and concise report detailing the learning and the plans for bringing those “lessons learned” back to the organization for all board and staff members.
- The Inspire grant opportunity is open to any eligible organization in Allen County, Indiana and is not limited to those serving children and families. Applicants must submit a copy of their organization's current letter from the Internal Revenue Service advising that their organization is tax-exempt under section 501(c)(3) of the Internal Revenue Code and that it is not a private foundation. This letter or another organizational governing document must include information about the organization's status under Internal Revenue Code sections 170(b)(1)(A), 501(c) and 509(a). The name of the organization in this letter must be the same as the current legal name of the organization seeking the grant.
- Ineligible organizations include public and private schools, colleges and universities, and organizations whose sole mission is to advocate for a sectarian purpose.

## The Inspire Grant: What it is... and what it is not!

The Inspire grant opportunity is primarily defined by you! There are some parameters, and it is important to note how this grant opportunity compares to our Strengthening Organizations grant category. Many ideas fall clearly into one of these two grant categories. Inspire grants are focused on *personal development of leaders* while Strengthening Organizations grants focus on *technical capacities*.

### Inspire

Sabbaticals  
Research  
Reflection  
Reading and Study  
Visiting Peer Organizations  
Leadership Conferences

### Strengthening Organizations

Strategic Planning  
Developing Fiscal Strategies  
Fundraising/Marketing Efforts  
Strategic Restructuring  
Succession Planning  
Technical Training

- The signatures of the board president and executive director must accompany the application for the Inspire grant along with a copy of the portion of the board meeting minutes indicating that the board of directors approved the submission of the grant application for this opportunity.
- Only one grant application per organization may be submitted.
- Organizations who have had an Inspire grant from the Foellinger Foundation are only eligible to receive another Inspire grant three years from the completion of their last Inspire grant.
- Travel opportunities and limitations:
  - The grant may cover costs of traveling for conferences related to organizational effectiveness anywhere in the continental United States.
  - If the travel is for trips for reflection and renewal, then travelers may go anywhere in Indiana, Michigan, Illinois, Kentucky or Ohio.
- The bulk of grant funds may *not* be used to contract with consultants for specific services (these consulting needs are more appropriate for a Foellinger Foundation grant request in the Strengthening Organizations grant category). A minimal amount of grant

funds may be used to contract with consultants for limited facilitation services.

- The Inspire application does not affect your organization's eligibility to submit an operating or program support grant in another grant category.

### Foundation Expectations

- The Inspire Phase application must show the rationale for the proposed activities.
- Grantees agree to participate in learning circles within their organizations and with other Inspire grantees in order to maximize the collective learning of participants.
- Foellinger Foundation may publish results and findings of these grants (in the aggregate).
- The Inspire Phase report is the evidence of what was learned and how the organization will use the learning.
- Participants in the Inspire Phase may include the executive director, board members, and leaders in key staff positions.
- The executive director must commit to staying with the organization through the Inspire grant. If the executive director leaves for any reason, the organization must return unused grant funds to the Foundation.



# Application

Why does your organization want to participate in this opportunity?

Who will be involved?

What will the people involved in the grant do during the Inspire Phase?

Activities for reflection and refreshment and/or activities for learning and growth may be included. Give your rationale showing how Inspire Phase activities clearly contribute to your organization's goals. While you may not be able to be specific about the Action Phase, since it will be a product of what you learn or develop during the Inspire Phase, try to provide a sense of how your participation in the grant and the activities you propose will make your organization more mission-focused, better-managed, or results-oriented.

Please indicate how long each person who will be participating in the grant has been with the organization.

What provisions have been made to cover the responsibilities if the executive director or other key staff members are gone from the organization?

(Grant funds may be used to help the organization fulfill executive director or other key staff duties during a sabbatical.)

Please include a line item budget for the Inspire Phase.

Funds may be used to pay for interim staff support, travel, conference fees, and costs associated with the Inspire Phase activities. Funds may not be used for capital expenditures over \$750. If grant funds are used to purchase capital items under \$750, the organization is the owner of the items purchased. Funds may not cover any costs for family members or friends that might participate in any of the aspects of the grant. Funds may not be used for organizational costs not related to the grant. Please give careful consideration to salary or other implications – such as FICA, insurance, retirement, etc. – if staff will be on sabbatical.

## Grant Timeline

### Grant Opportunity Announced

June 8, 2010

### Grant Applications Due

Friday, September 3, 2010

### Grants Announced

November 2010

### Inspire Phase

Jan 1, 2011 to Dec 31, 2011

### Action Phase

Jan 1, 2012 to Dec 31, 2012

# Application (continued)

Please provide a timeline for the Inspire Phase including activities and locations.

Please include:

- ✓ A copy of the section of your board meeting minutes showing that the details of the grant application were discussed and approved by your board of directors.
- ✓ IRS 501(c)(3) determination letter
- ✓ Current operating budget
- ✓ Most recent audit
- ✓ Most recent tax return 990
- ✓ Board and staff list

**Please submit one copy of your grant application and required attachments by 5:00 p.m. September 3, 2010 to:**

Cheryl Taylor, President  
Foellinger Foundation, Inc.  
520 E. Berry Street  
Fort Wayne, IN 46802