Foundation Center Directory Tutorial

Step 1: Go to The Foundation Center home page: http://foundationcenter.org/

Step 2: Click on the link for the Foundation Directory. It will take you to their page to a list of packages. Pick the basic package for $49.99 a month. You can cancel this subscription at the end of the term if you do not want to keep it.

Some of you have expressed concerns about the $50 fee to the Foundation Center Directory. The Foundation Center also has "holdings" [i.e. books with the same data in them] at various locations around the country in public libraries. The closest one to me is in Roanoke, VA. You can drive to one of them to complete the assignment. Their locations are listed on the Foundation Center website. http://www.foundationcenter.org/collections/ I am also told that some United Ways have free public access.

Hover over column below to see additional information	Basic ($19.95/mo. • $195/yr.)	Plus ($29.95/mo. • $295/yr.)	Premium ($59.95/mo. • $595/yr.)	Platinum ($149.95/mo. • $995/yr.)	Professional ($179.95/mo. • $1,295/yr.)
IN-DEPTH GRANTMAKER PROFILES	The top **10,000** grantmakers	The top **10,000** grantmakers	The top **20,000** grantmakers	**120,000+** grantmakers	**120,000+** grantmakers
EXTENSIVE GRANT DATABASE	n/a	**2.4 million+** in grants	**2.7 million+** in grants	**3 million+** in grants	**3 million+** in grants

Step 3: Log into the Foundation Directory website

Step 4: Click on search Grantmakers

A service of the FOUNDATION CENTER   Power Search   Search **Grantmakers**   Search Companies   Search **Grants**   Search 990s

Search Grantmakers

Grantmaker Name view index	
EIN	
Grantmaker Location ⌄ More location options	e.g. country, state/province, county, city, metro area, congressional district, zip/p
Fields of Interest	

Step 5: Search the database using various phrases and words. This search will take time to find a foundation that matches your proposal needs. Plan ahead!

Step 6: Once you find a profile click on 'print/save record' under tools on the right hand side of the page. Once it opens click save as a PDF. Once you save the PDF you can use the tool features in Adobe to highlight.

If you have trouble using the highlight feature in Adobe a second option is to print the record then manually highlight or circle the requested information. Then scan the printed document as a PDF and save it to your desktop.

For example:

URL: www.camfound.org

Type of Grantmaker
Independent foundation

Additional Descriptor
Organization that normally receives a substantial part of its support from a governmental unit or from the general public
Health conversion foundation

Financial Data
(yr. ended 2012-12-31)
Assets: $118,605,041
Total giving: $2,594,141

EIN
200097152

990
2012 2011 2010 2009 2008 2007 2006 2005 2004 2003

Additional Contact Information
Additional e-mail address: Michele Hornby, Grants Mgr.: Mhornby@camfound.org

Background
Established in 2003 in VA; converted from the sale of Southside Regional Medical Center.

The Cameron Foundation is a private foundation that promotes and provides support for programs and activities that benefit the residents of the Tri-Cities and surrounding area. This is the region that historically had been served by the hospital now known as Southside Regional Medical Center.

Limitations
Giving limited to VA, specifically to the cities of Petersburg, Colonial Heights and Hopewell; the counties of Dinwiddie, Prince George and Sussex; and the portion of the county of Chesterfield lying south of Route 10.

All the profiles must be attached as a PDF in gradebook. You are NOT permitted to re-type or "Cut and Paste" the information for this assignment. Do not put a link to the profile within your paper, it won't work on the professor's end. The profiles must be attached.

Step 7: Once you have found all your profiles create one Word document and list the profiles in rank order by belief of successful funding probability. Then briefly summarize your reasoning and explanation of the choices and rank order provided.

Step 8: Submit the profiles and word document in Blackboard using the assignment link. You can attach more than one document in Blackboard by clicking add additional attachment. If you have issues don't wait until after the due date to email your professor. Email your professor with your issue along with your completed assignment as an attachment, before the due date. As always, read over the professors directions and rubric carefully to meet all assignment requirements.

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