



The Irene E. & George A.
Davis Foundation

GRANT PROPOSAL GUIDELINES

BACKGROUND

The Irene E. & George A. Davis Foundation is a private family foundation, established in 1970 by the late James E. Davis. Since 1970, the Foundation has been making grants to support charitable organizations in a variety of fields. The Foundation seeks to make strategically significant investments in organizations and projects that promise demonstrable long-range benefits.

PROGRAM INTERESTS

The Irene E. & George A. Davis Foundation is interested in supporting organizations seeking to improve the quality of life of citizens residing in Hampden County, Massachusetts. While the Foundation will entertain proposals from all interest areas, the Foundation seeks to support programs which will offer creative responses to the communities' most pressing needs and concerns, which are preventative and farsighted, and which reach a broad segment of the community. Collaborative proposals involving multiple providers are encouraged. All proposals should include a description of the measurable program objectives to be achieved.

LIMITATIONS

Guidelines established by the Foundation usually preclude support for:

- Organizations located outside of Hampden County
- Individuals
- Scholarships/Internships
- Debt reduction
- Multiple proposals per year from same organization
- Other private foundations
- Endowments
- Program-related loans

MEETING DATES

The trustees of the Irene E. & George A. Davis Foundation meet quarterly:
March, June, September and December.

APPLICATION GUIDELINES

The staff of the Foundation is available to discuss prospective proposal ideas, assist potential applicants during the application process and answer questions. An initial letter or phone call is requested to determine the interest and appropriateness of a full proposal.

APPLICATION PROCEDURES

One unbound, stapled complete set of the following should be submitted:

- Application form
- 3-5 Page Proposal Narrative describing need & project & personnel required
- Project budget details
- Copy of most recent audit
- Operating budget of organization
- IRS 501(c)3 determination letter
- Names and affiliations of governing board

SUBMISSION SCHEDULE

Applicants are invited to submit proposals anytime throughout the year. However, to ensure that a request be considered for a particular trustee meeting, proposals must be received by the following dates:

MEETING DATE

March
June
September
December

APPLICATION DEADLINE

February 1
May 1
August 1
November 1

MAIL COMPLETED APPLICATION TO:

Mary E. Walachy, Executive Director
Irene E. & George A. Davis Foundation
1 Monarch Place, Ste. 1450
Springfield, MA 01144-1450
Telephone: (413) 734-8336