

# Helpful Hints on Using Key Foundation Center Reference Books

## Primary Uses

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### ***Guide to U.S. Foundations, Their Trustees, Officers, and Donors***

<b>To locate:</b>	foundations in a particular state, in a certain giving range, or that have recently been established or have recently been terminated; foundation affiliations of trustees, officers, and donors; cross-references to other Foundation Center publications
<b>To obtain:</b>	main address and telephone numbers; application address(es) and contact person(s); establishment data; basic financial information; geographic limitations; printed material available from the foundation; application information; donors, officers, trustees, or other governing bodies; type of foundation; grantmaking status (if applicable); Employer Identification Number
<b>Covers</b>	U.S. grantmaking private foundations (approx. 38,500), community foundations (approx. 400) and nongrantmaking operating foundations (approx. 1,865); 4158 foundations giving only to specified beneficiaries (listed in Appendix B)
<b>Frequency</b>	annual
<b>Arrangement</b>	Volume one by state, then in descending order by grants paid; operating foundations, by state, then in descending order by total assets. Volume two: alphabetical by individual's name; alphabetical by foundation name

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### ***Foundation Directory***

<b>To locate:</b>	larger foundations by name, state, subject interest, geographic focus, or type of support
<b>To obtain:</b>	detailed information on giving interests and restrictions, application guidelines, names of officers and directors, and selected grants (when available).
<b>Covers</b>	foundations with assets of \$2 million or more or total grants of at least \$200,000 (7,549 foundations).
<b>Frequency</b>	annual
<b>Arrangement</b>	by state, then alphabetical by name

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### ***Foundation Directory Part 2***

<b>To locate:</b>	mid-sized foundations by name, state, subject interest, geographic focus, or type of support
<b>To obtain:</b>	detailed information on giving interests and restrictions, application guidelines, names of officers and directors, and selected grants (when available)
<b>Covers</b>	foundations with assets between \$1 million and \$2 million or whose total giving is between \$50,000 and \$200,000 (5,075 foundations)
<b>Frequency</b>	annual
<b>Arrangement</b>	by state, then alphabetical by name

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### ***Foundation 1000***

<b>To locate:</b>	largest foundations by name, subject interest, geographic focus, or type of support
<b>To obtain:</b>	most detailed information on giving interests; restrictions; background; application procedures; names of officers, directors, and program staff; and grants analyses by subject area, recipient type, type of support, population group, and geographic distribution
<b>Covers</b>	the 1,000 largest U.S. foundations based on total giving
<b>Frequency</b>	annual
<b>Arrangement</b>	alphabetical by name

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### ***Foundation Grants Index***

<b>To locate:</b>	foundations by specific subject areas, types of recipients, and geographic areas where they have made grants; also, nonprofit organizations receiving grants in a particular subject or geographic area
<b>To obtain:</b>	grants lists that reflect current funding interests of particular foundations
<b>Covers</b>	grants of \$10,000 or more awarded by major U.S. foundations (approx. 1,000)
<b>Frequency</b>	annual, supplemented by separate quarterly updates

**Arrangement** by broad subject area, then by state, then alphabetical by name

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### **National Directory of Corporate Giving**

**To locate:** company-sponsored foundations and direct corporate giving programs sponsored by name, location, funding interests, types of support, geographic focus, and business activity of sponsoring company, its parent, and subsidiaries

**To obtain:** detailed information on companies and their giving interests and restrictions, application guidelines, and names of program administrators

**Covers** corporate charitable activities, including direct corporate giving (non-foundation) programs approx. 669) and company-sponsored foundations (approx. 1,972)

**Frequency** biennial

**Arrangement** alphabetical by company name

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### **What's in an Entry?**

	GUS	FD	FD2	F1000	FGI	CORP
<b>Address</b>	X	X	X	X		X
<b>Application information</b>	X	X	X	X		X
<b>Contact person</b>	X	X	X	X		X
<b>Donors</b>	X	X	X	X		X
<b>Employer Identification Number</b>	X	X	X	X		X
<b>Establishment data</b>	X	X	X	X		X
<b>Fiscal information</b>	X	X	X	X		X
<b>Former name, if any</b>	X	X	X	X		X
<b>Grantmakers' publications</b>	X	X	X	X		X
<b>Limitations statement</b>	X	X	X	X	X	X
<b>Officers and trustees</b>	X	X	X	X		X
<b>Purpose and activities statement</b>		X	X	X		X
<b>Selected grants list</b>		X	X	X	X	X
<b>Staff (number only)</b>		X	X	X		X
<b>Telephone number</b>	X	X	X	X		X
<b>Types of support</b>		X	X	X		X
<b>INDEXES</b>						
<b>Donors, officers and trustees</b>			X	X	X	X
<b>Geographic</b>				X	X	X
<b>Grantmaker name</b>			X	X		X
<b>International giving</b>				X	X	
<b>Subject</b>				X	X	X
<b>Types of Support</b>				X	X	X

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### **Special Features**

*Guide to U.S. Foundations, Their Trustees, Officers, and Donors* is the most comprehensive list of foundations published by the Foundation Center. Volume One assists grantseekers in targeting local funding prospects, identifying newly established foundations, as well as the many large and small foundations in a particular geographic area. Volume Two provides a comprehensive name index enabling grantseekers to determine if an individual has affiliations with one or more foundations. Within each entry in Volume One, and in the index and foundation locator in Volume Two, are codes identifying in which other Center publications an entry appears.

*The Foundation 1000* contains sponsoring company information where appropriate, a description of current programs, and a grants analysis section. Also, in most cases, it provides more in-depth information on establishment data and application information that the Center's other directories.

*The Foundation Grants Index* provides a complete list of all grants of \$10,000 and more for each foundation listed; it also contains a recipient name index, subject index, type of support/geographic index, recipient categories index, index to grants by foundation, and an alphabetical list of all foundations included in the volume with their complete addresses and limitations statements.

*National Directory of Corporate Giving* provides detailed information on the sponsoring company, including a financial profile, as well as extensive information on direct corporate giving programs.