

# GRANTMAKING PRACTICES FROM APPLICATION THROUGH REPORTING

1. Foundation/Grantmaking Organization name and contact information (your name and organization name are required).			Response Percent	Response Count
Your name	<input type="text"/>		100.0%	950
Title	<input type="text"/>		98.2%	933
Foundation/grantmaking organization name	<input type="text"/>		100.0%	950
Address	<input type="text"/>		96.7%	919
City/Town:	<input type="text"/>		97.6%	927
State:	<input type="text"/>		98.4%	935
ZIP:	<input type="text"/>		96.9%	921
		<i>answered question</i>		<b>950</b>
		<i>skipped question</i>		<b>0</b>

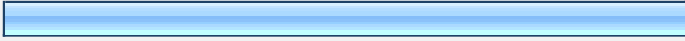
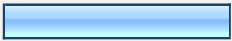
2. Please describe a recent (typical) grant request processed by your organization.						
Grant size						
	Less than \$1000	\$1001 - \$5,000	\$5001 - \$10,000	\$10,001 - \$50,000	\$50,001 - \$200,000	
Recent, typical grant:	1.1% (10)	14.4% (131)	16.0% (146)	<b>38.2% (348)</b>	21.1% (192)	
Grant Type						
	Project grant	General operating support		Capital project		
Recent, typical grant:	<b>68.2% (604)</b>	24.3% (215)		6.0% (53)		

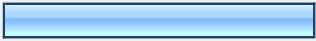
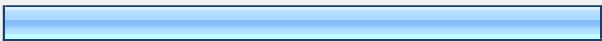
**3. With respect to the recent, typical grant described above, please indicate which of the following your organization required the grantseeker to provide and the rationale behind the collection of each item. You can check all that apply. If you did not gather this item, select “Not Collected”.**

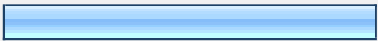
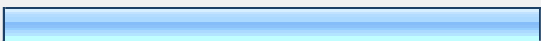
	<b>Important to funding decisions</b>	<b>Collected for legal compliance reasons</b>	<b>Collected but not used</b>	<b>Not collected</b>	<b>Response Count</b>
Organization budget	<b>80.7% (750)</b>	15.0% (139)	4.0% (37)	11.1% (103)	929
Tax Determination Letter	37.5% (349)	<b>71.5% (666)</b>	1.5% (14)	7.6% (71)	931
IRS form 990	30.7% (270)	25.4% (223)	3.6% (32)	<b>49.3% (433)</b>	879
Audited financial reports	<b>60.9% (559)</b>	24.2% (222)	5.8% (53)	20.4% (187)	918
List of board members	<b>58.4% (533)</b>	19.8% (181)	13.8% (126)	14.9% (136)	913
Narrative description of organization	<b>88.9% (825)</b>	7.5% (70)	2.6% (24)	6.7% (62)	928
Information about nonprofit board and staff diversity	30.4% (269)	4.4% (39)	7.3% (65)	<b>60.3% (534)</b>	885
Narrative description of project	<b>97.4% (893)</b>	6.1% (56)	0.2% (2)	2.4% (22)	917
Goals and objectives	<b>95.0% (883)</b>	3.4% (32)	0.6% (6)	3.8% (35)	929
Evaluation plan	<b>78.5% (711)</b>	2.6% (24)	3.4% (31)	17.8% (161)	906
Project budget	<b>94.0% (869)</b>	5.8% (54)	1.0% (9)	4.4% (41)	924
Other funding sources for the project	<b>89.0% (819)</b>	3.7% (34)	2.9% (27)	7.3% (67)	920
List of key project staff	<b>66.6% (587)</b>	3.6% (32)	10.1% (89)	22.1% (195)	882
				Other (please specify)	318
				<b><i>answered question</i></b>	<b>940</b>
				<b><i>skipped question</i></b>	<b>10</b>

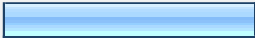
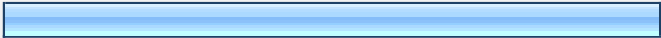
**4. Please share any further comments about how your organization uses or does not use information that is gathered during the application process. You can answer this question regarding your practice for grants in general.**

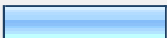
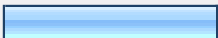
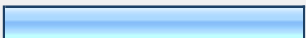
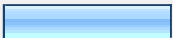

	<b>Response Count</b>
	381
	<b><i>answered question</i></b>
	<b>381</b>
	<b><i>skipped question</i></b>
	<b>569</b>

5. Does your organization require a grant acceptance/agreement form or letter?				
			Response Percent	Response Count
YES			75.3%	703
NO			24.7%	230
			Please describe or comment	431
			<b>answered question</b>	<b>933</b>
			<b>skipped question</b>	<b>17</b>

6. Do your requirements for application and reporting vary depending on the <u>size</u> of the grant?				
			Response Percent	Response Count
YES			34.0%	318
NO			66.0%	617
			Please comment	329
			<b>answered question</b>	<b>935</b>
			<b>skipped question</b>	<b>15</b>


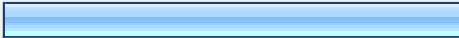
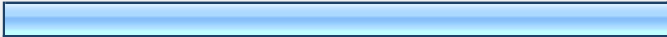
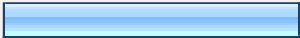

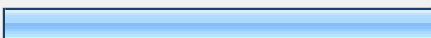

7. Do your requirements for application and reporting vary depending on the <u>type</u> of grant?				
			Response Percent	Response Count
YES			40.9%	383
NO			59.1%	553
			Please comment	320
			<b>answered question</b>	<b>936</b>
			<b>skipped question</b>	<b>14</b>

8. Do you have a streamlined application process for previously funded organizations?			Response Percent	Response Count
YES			27.6%	256
NO			72.4%	672
			Please comment	341
			<b>answered question</b>	<b>928</b>
			<b>skipped question</b>	<b>22</b>


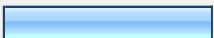
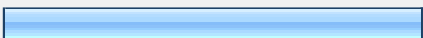
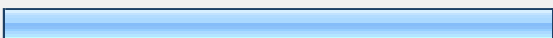
9. To what extent are application and reporting requirements flexible for nonprofit organizations? (for example, can a nonprofit request permission to submit a budget in a different format or submit different information than what is generally required?)			Response Percent	Response Count
Always			17.7%	164
Often			23.4%	217
<b>Sometimes</b>			<b>33.0%</b>	306
Rarely			18.2%	169
Never			7.8%	72
			Please comment	352
			<b>answered question</b>	<b>928</b>
			<b>skipped question</b>	<b>22</b>

10. What concerns, if any, do grantseekers express about your organization's application process?		Response Count
		659
		<b>answered question</b>
		<b>659</b>
		<b>skipped question</b>
		<b>291</b>

**11. In what way(s) does your organization receive reports from grantees? Check all that apply.**

		Response Percent	Response Count
No reporting required		7.8%	74
Interim reporting form		50.2%	473
<b>Final reporting form</b>		<b>73.4%</b>	692
Guidelines for reporting		32.3%	305
Specific questions tailored to each grantee		22.1%	208
Telephone calls or in-person meetings		47.3%	446
Other (please specify)		28.5%	269
		<b>answered question</b>	<b>943</b>
		<b>skipped question</b>	<b>7</b>

**12. With what frequency does your organization require grantees to report on their activities?**

		Response Percent	Response Count
Quarterly during the grant period		8.0%	66
Twice annually during the grant period		22.7%	188
Annually during the grant period		46.1%	382
<b>At the end of the grant period</b>		<b>60.6%</b>	502
		Other (please specify)	322
		<b>answered question</b>	<b>829</b>
		<b>skipped question</b>	<b>121</b>

13. The list below comprises reporting elements that grantmakers often require. How are the following final reporting elements used (if they are required)? Please check all that apply. If this information is not collected by your organization, please select "not collected."

	Used for monitoring grant compliance	Used to make decisions about future funding priorities	Used to share with and enhance the field	Used for legal compliance	Collected but not used	Not collected	Response Count
Restatement of org/project information	42.0% (360)	18.6% (159)	6.5% (56)	4.3% (37)	2.9% (25)	<b>46.4% (398)</b>	857
Restatement of project goals and objectives	<b>54.7% (474)</b>	24.5% (212)	8.2% (71)	3.3% (29)	3.0% (26)	33.6% (291)	867
Description of the project activities and progress made	<b>79.4% (719)</b>	51.1% (463)	17.0% (154)	7.5% (68)	1.1% (10)	5.8% (53)	906
Changes to organization/project structure	<b>66.1% (582)</b>	43.0% (378)	7.6% (67)	8.0% (70)	2.5% (22)	15.7% (138)	880
Challenges/Lessons learned	<b>53.6% (475)</b>	49.2% (436)	27.2% (241)	1.0% (9)	3.0% (27)	19.2% (170)	887
Future plans for project	44.6% (390)	<b>54.4% (476)</b>	13.6% (119)	0.8% (7)	2.4% (21)	19.0% (166)	875
Publicity/dissemination plans	30.9% (259)	16.8% (141)	16.7% (140)	1.6% (13)	6.2% (52)	<b>46.1% (386)</b>	837
Description of project collaborations	<b>41.0% (347)</b>	32.7% (277)	19.2% (163)	1.7% (14)	4.3% (36)	33.6% (285)	847
Performance assessment	<b>61.6% (534)</b>	42.6% (369)	13.1% (114)	2.0% (17)	1.8% (16)	21.0% (182)	867
Explanation of deviation between proposed expenses and actual expenses	<b>70.9% (633)</b>	38.4% (343)	5.6% (50)	16.3% (146)	1.5% (13)	16.0% (143)	893
Suggestions for the foundation	12.3% (102)	15.1% (125)	16.5% (137)	0.1% (1)	2.7% (22)	<b>63.3% (524)</b>	828
Please share any further comments related to the use of information that is gathered from grant reports							157
<b>answered question</b>							<b>915</b>
<b>skipped question</b>							<b>35</b>


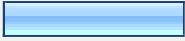
**14. To what extent do the following factors influence your organization's decisions about what information is necessary and/or useful for grantees to submit during application and reporting?**

	Very influential	Somewhat influential	Not influential	Response Count
Tradition (we've always done it this way)	16.9% (155)	<b>47.5% (435)</b>	35.6% (326)	916
Board of directors	<b>40.3% (371)</b>	39.3% (362)	20.3% (187)	920
Staff decisions	<b>65.7% (591)</b>	24.2% (218)	10.1% (91)	900
Auditors or legal advisors	<b>41.1% (374)</b>	38.3% (348)	20.6% (187)	909
Information from a grantmaking association (such as a regional association, Council on Foundations, or Association of Small Foundations)	20.4% (187)	<b>50.2% (461)</b>	29.4% (270)	918
Practices of other foundations	16.6% (152)	<b>62.4% (572)</b>	21.0% (193)	917
Family/trustee particular concerns	28.1% (255)	27.3% (248)	<b>44.7% (406)</b>	909
Consultant advice	10.9% (96)	35.2% (311)	<b>53.9% (476)</b>	883
Nonprofit/grantee input	26.8% (245)	<b>54.1% (494)</b>	19.1% (174)	913
Assessment of foundation needs	<b>54.1% (478)</b>	30.7% (271)	15.3% (135)	884
			Other (please specify)	34
			<b>answered question</b>	<b>933</b>
			<b>skipped question</b>	<b>17</b>


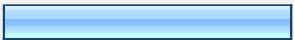


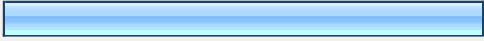
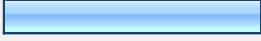
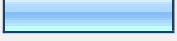
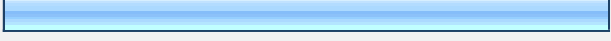
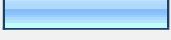
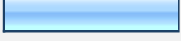
**15. What concerns, if any, do grantees express about the reporting process?**

	Response Count
	430
	<b>answered question</b>
	<b>430</b>
	<b>skipped question</b>
	<b>520</b>

**16. Has your organization taken steps to make your information gathering practices (including application, monitoring, and reporting) more efficient and streamlined for nonprofit applicants? (This question requires an answer.)**

		Response Percent	Response Count
YES		80.5%	765
NO		19.5%	185
		Comment (optional):	390
		<b>answered question</b>	<b>950</b>
		<b>skipped question</b>	<b>0</b>

**17. Please indicate ways in which your requirements are structured, or have been changed, to streamline the information gathering process.**



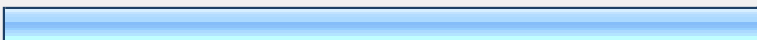
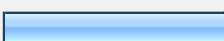
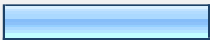
		Response Percent	Response Count
Added screening process prior to submission of a full proposal (could include letter of inquiry or telephone conversation)		58.6%	435
Reduced the amount of information gathered		31.5%	234
Changed the types of information gathered		38.7%	287
Tied documentation required to the type and size of grant		24.9%	185
Changed the format of the application		53.0%	393
Started to require or accept a Common Grant Application		28.2%	209
Started to require or accept a Common Grant reporting format		18.5%	137
<b>Posted application and/or reporting requirements online</b>		<b>66.7%</b>	<b>495</b>
Modified or eliminated required budget format		17.8%	132
Other (please specify)		19.0%	141

	<i>answered question</i>	742
	<i>skipped question</i>	208

**18. Please comment further on the ways that your organization has streamlined the information and documentation required of grantees.**

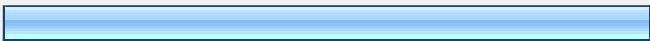
		Response Count
		200
	<i>answered question</i>	200
	<i>skipped question</i>	750


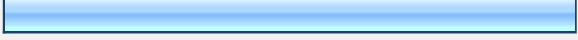

**19. What was the impetus behind your decision to change your information gathering practices? Check all that apply**

		Response Percent	Response Count
Feedback from grantees gathered by your foundation or third-party consultant		40.6%	287
Center for Effective Philanthropy's Grantee Perception Report		8.8%	62
<b>In-house needs for greater efficiency</b>		83.3%	589
New knowledge about what information is legally required		24.0%	170
Other (please specify)		22.3%	158
		<i>answered question</i>	707
		<i>skipped question</i>	243

**20. Describe the impact of these changes on your organization and/or on grantees.**


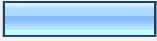

		Response Count
		379
	<i>answered question</i>	379
	<i>skipped question</i>	571

21. Has your organization had conversations about and/or considered ways to change information gathering practice?			Response Percent	Response Count
YES			71.3%	664
NO			23.5%	219
DON'T KNOW			5.2%	48
			Please comment	212
			<b>answered question</b>	<b>931</b>
			<b>skipped question</b>	<b>19</b>


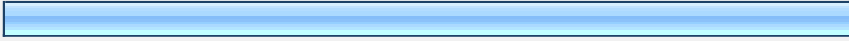
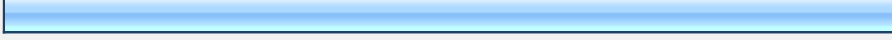
22. Does your organization currently require or accept a Common Grant Application ( <i>Common Grant Applications are forms or formats that have been adopted by groups of grantmakers to allow grant applicants to produce a single proposal for a specific community of funders</i> )?			Response Percent	Response Count
YES			34.2%	319
NO			63.1%	589
DON'T KNOW			2.7%	25
			If yes, please specify which common application you use	197
			<b>answered question</b>	<b>933</b>
			<b>skipped question</b>	<b>17</b>

23. Is there anything else that we should know about your information gathering practices that we did not ask?		Response Count
		195
		<b>answered question</b>
		<b>195</b>
		<b>skipped question</b>
		<b>755</b>

24. To further our research, we would like to conduct brief interviews with some of the survey respondents. Do we have your permission to contact you if we have additional questions?

		Response Percent	Response Count
Yes, I would be glad to help!		74.9%	694
No, I am not willing to be contacted		16.5%	153
Other (please specify)		8.6%	80
	<i>answered question</i>		<b>927</b>
	<i>skipped question</i>		<b>23</b>

25. Please provide contact information so that we can get in touch with you as our research progresses.

		Response Percent	Response Count
Contact person (if different from question #1)		20.9%	147
Telephone Number		93.4%	656
<b>Email Address</b>		<b>98.3%</b>	<b>690</b>
	<i>answered question</i>		<b>702</b>
	<i>skipped question</i>		<b>248</b>