

OUR MISSION AND FUNDING PRIORITIES

Grants provide funding to help establish or expand humanitarian projects that address critical and diverse human and social needs. All grant proposals should meet one or more of Bird of Pray Foundation's funding concerns: humanitarian services, aid for people who are disabled and disaster relief & reconstruction.

Humanitarian Services

Grants awarded target critical health and human service needs not adequately addressed by governments and other funding sources. Commonly funded projects include renovations of children shelters, sustainable gardens, orphanages, medical trips, school building improvements in developing countries and other projects consistent with Bird of Pray Foundation's humanitarian work.

Aid for people who are disabled

Bird of Pray Foundation has a commitment in serving and empowering people who are disabled, priority is also given to projects that provide rehabilitation and educational opportunities for these people.

Disaster Relief & Reconstruction

Grants may be requested for the reconstruction of community facilities, schools and residential buildings damaged or destroyed by natural disasters.

Grant Criteria

1. Grants are considered for projects exceeding the financial resources and fundraising capabilities of the individual or organization.
2. Projects should serve many people, and ideally entire communities. Additionally, priority is given to projects serving the lower and middle sectors of society who demonstrate financial need.

Grants are not available for projects more appropriately addressed through the local government.

Each grant application is judged solely on its own merit and the degree to which it meets the criteria and the humanitarian funding priorities of Bird of Pray Foundation as established by the Board of Directors.

GUIDELINES

- Please review the Bird of Pray Foundation's grant criteria before submitting a grant proposal.
- Send completed grant application and all supporting documentation to the address below.
- The Bird of Pray Foundation and staff reserve the right to request additional pertinent information as needed.
- An acknowledgement letter will be sent to confirm that the proposal has been received. This does not indicate that the grant has been approved. If additional information is required, a letter requesting clarifications will be sent.
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- **A. PROJECT DESCRIPTION**
 - Date submitted
 - Project name
 - Amount of funds requested
 - Number of people who will directly benefit from this project
 - Problem identification and project objectives. Please provide:

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- a. Description of the particular problems to be addressed
 - b. Detailed reasons and justifications for the project
 - c. Statement of the project's objectives and goals
- Project strategy and plan of action. Please provide:
 - a. Detailed plan of this project, indicating how the project's objective(s) will be reached
 - b. If plans are to build a permanent structure, give a physical description of the facility and its contents, including dimensions, blueprints, photographs, construction cost estimates and price quotations for equipment.
 - c. Include a timetable for project implementation and completion.
 - d. If project has already commenced, please list progress to date and include photographs.
 - Explain how the project will be sustained in future years. Describe who will be responsible for operational, maintenance and administrative expenses.
 - Describe the geographical area and the communities that will be served.
 - Provide information on, as well as the supporting role of, any other organizations funding the project.

Provide contact information for the primary project coordinator including: name, mailing address, telephone, fax and e-mail address. Also list names and contact information for other individuals who should be copied on future correspondences regarding this proposal.

PROPOSAL CHECKLIST

Before submitting your grant proposal, please take a moment to review this checklist. If you have any questions or concerns, please contact us.

This proposal includes the following:

- All grant criteria and regulations met or exceeded.
- Clear description of how the project will assist those in need.
- Project schedule and timetable.
- Detailed budget, individually listing all sources of income and expenses (total income equals total expenses).
- If the project involves construction: physical description, including blueprints indicating actual sizes, deed/ownership (land) and photos.
- Information on promotional plans in the community and media.

Keep copies of all documents for your records prior to submitting them.

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IF YOUR GRANT REQUEST IS APPROVED

- You will receive a letter with a grant agreement.
- The grant agreement must be signed and returned to Bird of Pray Foundation before any disbursements can be made.
- The executive director in office will be designated as the grant administrator. The grant administrator has the responsibility to work closely with the project chairperson (also known as the primary contact) to ensure that the grant conditions are met, and that allocated funds have proper documentation.
- The grantee will be expected to give progress reports on a regular basis prior to further disbursements.

Bird of Pray Foundation P.O. Box 50602 Billings, MT 59105

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