



## How to Get Foundation Funds



**INTERESTED IN FINDING OUT MORE ABOUT** how to obtain grants your local can use to help implement or enhance school improvement or other union programs? Do you want to find out which foundations in your state fund education projects? Do you need to learn the basics of grant writing and proposal budgeting? The American Federation of Teachers suggests you visit the Virtual Classroom at The Foundation Center's Web site to gain access to the kind of information you need to write proposals to foundations that will get funded. Check out the resources at the Virtual Classroom listed inside.



*A Union of Professionals*

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# ...it's as easy as online shopping!



## The Foundation Center's Virtual Classroom Online Tutorials:

### GUIDE TO THE FC WEB SITE

The content you'll find here is richer than ever and navigating the site has never been easier. Take a look at our handy Guide to "Your Gateway to Philanthropy on the World Wide Web."

### ORIENTATION TO GRANTSEEKING

If you are new to grantseeking from private foundations, or if you'd like a refresher course, this online orientation is for you.

### GUIDE TO FUNDING RESEARCH

If you are a first-time grantseeker, a new non-profit staff or board member, or a volunteer for your favorite charity, this online guide was created with you in mind. It is intended both as a basic primer on the grantseeking process and as an introduction to the resources available.

### PROPOSAL BUDGETING BASICS

This tutorial offers the basics of developing a project budget—an important component of the grant proposal. The course covers issues such as overhead costs and employee fringe benefits, and provides links to sample budget templates.

### PROPOSAL WRITING SHORT COURSE

The subject of this short course is proposal writing. But the proposal does not stand alone. It must be part of a process of planning and of research on, outreach to, and cultivation of potential foundation and corporate donors.

### DEMYSTIFYING THE 990-PF

This online training course provides an overview of the content, accessibility, and value of Form 990-PF, the tax return filed by private foundations.

### FC SEARCH GUIDED TOUR

In just a few minutes, you'll learn how FC Search can help you to target funding prospects from among the universe of every known U.S. grant-maker.

### ADVANCED FC SEARCH: STRATEGIES & TECHNIQUES

This online training course is geared for advanced users of the Foundation Center's database of private U.S. funders. Learn how to create effective strategies, and uncover hidden tips and little known tricks that will maximize search results.

### FOUNDATION GRANTS TO INDIVIDUALS GUIDED TOUR

In just a few minutes, you'll learn how Foundation Grants to Individuals can help you to target funding prospects from among the Foundation Center's unique database of grant-makers that provide support for individuals.

### ESTABLISHING A NONPROFIT ORGANIZATION

This tutorial describes 12 tasks that need to be accomplished during the process of establishing a nonprofit organization. Issues include board development, creating bylaws, filing for federal tax exemption, recruiting staff, and developing an overall fundraising plan.

### FOUNDATIONS TODAY TUTORIAL

This tutorial will help you better understand the foundation world. In just a short period of time, you'll learn what foundations do, how they are changing, as well as where they fit in the larger philanthropic universe.

### LNPS ONLINE GUIDED TOUR

*Literature of the Nonprofit Sector: The Foundation Center's Online Catalog with Abstracts (LNPS Online)* is a searchable database of the literature on philanthropy, the foundation world, the non-profit sector, voluntarism, and charitable giving.