2024 GRANT AND PROJECT APPLICATION

INSTRUCTIONS FOR THE APPLICATION PROCESS

Thank you for submitting your application for a grant from the Foundation. With the large number of applications that the Foundation receives, as well as the varying amount of funds available for distribution each year, not all approved grants will be funded at the requested amount and some very worthwhile applications may not be funded in any given year. However, it is to your benefit to follow these instructions carefully.

All grants are for projects to be completed in 2025. No Grant funds can be used for previous year projects.

- **Type** all information. Submission must be in **English and U.S. dollars**.

- **Submit Application and each of the following items electronically as a PDF or mail to the Oral Health Foundation of the Pierre Fauchard Academy:**

    - Application Form
    - Principal applicant Curriculum Vitae
    - Tax exempt documentation
    - List of sponsoring organization's Board members
    - Two current letters of endorsement
    - Proposed budget and allocation of Oral Health Foundation of the Pierre Fauchard Academy grant funds. A detailed budget of all items must be included.

- **Complete** the required part of the application. **Be Concise**.

    a. Project Description
    b. How will funds be spent (Provide a detailed budget of all items)
    c. How will the project be implemented
    d. List the major phases of this project
    e. List the approximate dates for implementation and project time period
    f. How the grant/project will be evaluated

- **Tax exempt status is required**. Please submit a copy of your Internal Revenue Code Section 501 (c)(3) or 509(a) if appropriate. For non-USA applicants, please submit the tax exempt status of your organization.

- If you are a sponsoring agency, please submit a list of names, addresses and telephone numbers of your board of directors.

- Include two current letters of endorsement. All letters must be dated 2024.

- **IMPORTANT: Attach a proposed itemized project budget <u>including a DETAILED breakdown as to how Foundation's funds will be utilized for your grant project.</u> In addition, please include the overall annual budget of your organization. Grants will not be considered without a detailed budget.**

- All Grant winners will be notified by mid-November. If additional information is required, please contact the Executive Director.

- **Grants must be submitted between March 1 - June 1, 2024. Early or late applications will not be accepted.**

Send completed application via:

Email as a SINGLE PDF (multiple files will not be accepted) to: jteale@foundationpfa.org

Mail to: Oral Health Foundation of the Pierre Fauchard Academy
11654 Plaza America Drive
Box 901
Reston, VA 20190

GRANT REQUIREMENTS

Please read prior to submitting a grant application.

Maximum Dollar Amounts for Grants

$5,000 (U.S. dollars) for Pierre Fauchard Academy Section programs under the Section's control and in which a significant number of Fellows participate.

$10,000 (U.S. dollars) for Service projects that provide increased access to dental care for the public in need.

Restrictions - The Foundation Will Not Fund

- The purchase of major equipment costing more than Three Thousand Dollars ($3,000.).
- University or institutional overhead costs.
- Salaries (this includes any personnel costs or doctor's fees).
- Travel and any related travel expenses.
- Questionnaires and surveys.
- Capital Projects.
- Endowments.
- Land and/or building acquisitions.
- Social services of a non-dental nature.
- Programs that are the government's responsibility and are supported by tax revenues.
- The development, maintenance or revision of temporary or permanent museum type dental exhibits.
- Funding of political candidate's activities or lobbying efforts.
- Schools below the college level.
- Dinners, tables or tickets to fund raising events.
- Advertising in charitable publications.
- Promotional activities such as trophies, prizes or trips.
- Endowed chairs.
- Funding to the general funds of other foundations or organizations. However, specific projects or programs conducted by other foundations or organizations may be considered for grants.
- Essays.
- Research.

Grant and Project Application Form

All applications must be received between March 1 - June 1, 2024

1 - Project Title:

2 - Name of individual applying for the grant:
Organization:
Street Address:
City, State, Zip:
Email:
Telephone:

3 - Sponsoring Agency: Who will be responsible for the administration of the grant. The agency must be a 501(c)(3) organization or have similar non-profit international status.
Name of Sponsoring Agency:
Street Address:
City, State, Zip:
Telephone:
Web-Site:

4 - Funding request: *Maximum requested amount cannot exceed $10,000. PFA section grant amounts cannot exceed $5,000.*	$_____(US dollars)

5 - Are you applying as a PFA Section? If yes, which section:
PFA Section Grant amounts cannot exceed $5,000.
Yes _____   Which Section?_____   No_____

6 - How many people will this project help:

7 - List other sources of funds available or applied for, regarding this grant project:

Source and Amount:

Source and Amount:

Source and Amount:

Source and Amount:

Source and Amount:

8 - Project Description:

9 - How will funds be spent: (Provide a detailed budget of items)

10 - How will the project be implemented:

11 - List the major phases of the project:

12 - List approximate dates of implementation and project time period:

13 - How will the project be evaluated:

14 - Other information:

15 - The following items must be included with this grant application.

- ✓ Tax exempt documentation

- ✓ Two letters of endorsement

- ✓ Principal application curriculum vitae - one page only

- ✓ List of sponsoring organization's board members

- ✓ Organization budget

- ✓ Detailed project budget and allocation of grant funds.

16 - Failure to complete this form in its entirety and to submit all required components of the application will result in rejection of your grant application.

17 - I do hereby acknowledge that all information contained in this application and accompany documents are accurate. If the application does not meet the initial requirements, as set forth by the Foundation, the Executive Director will reject the application and send a letter of explanation.

Principal Applicant Name and Title:_____

Principal Application Signature:_____

Date:_____

All grant applicants will receive notification as to the outcome of the application by mid-November, 2024. Funding will not be provided until January 1, 2025.