

# USERS' GUIDE TO THE DIRECTORY

## Criteria for Inclusion and Regional Organization of the Directory

The 7th Edition includes 1,614 detailed profile-entries of grant-making foundations in Pennsylvania. Each of these foundations held assets of at least \$250,000 and/or awarded grants on a discretionary basis which totaled \$10,000 or more in the most recent year of record. In addition, over 2,100 foundations which did not meet these criteria are listed in brief; see the "Non-profiled Foundations" paragraph on the next page.

Since the great majority of foundations direct their grant support primarily to organizations or institutions in their own geographic area, the profile-entries are organized into five regions: Central Pa. (CP), Northeastern (NE), Northwestern (NW), Southeastern (SE), and Southwestern (SW). Pennsylvania's 67 counties are listed below with the regional section of the Directory under which each appears.

Adams — CP	Cumberland — CP	Lycoming — CP	Venango — NW
Allegheny — SW	Dauphin — CP	McKean — NW	Warren — NW
Armstrong — SW	Delaware — SE	Mercer — NW	Washington — SW
Beaver — SW	Elk — NW	Mifflin — CP	Wayne — NE
Bedford — SW	Erie — NW	Monroe — NE	Westmoreland — SW
Berks — CP	Fayette — SW	Montgomery — SE	Wyoming — NE
Blair — SW	Forest — NW	Montour — CP	York — CP
Bradford — NE	Franklin — CP	Northampton — NE	
Bucks — SE	Fulton — CP	Northumberland — CP	
Butler — SW	Greene — SW	Perry — CP	
Cambria — SW	Huntingdon — CP	Philadelphia — SE	
Cameron — NW	Indiana — SW	Pike — NE	
Carbon — NE	Jefferson — NW	Potter — CP	
Centre — CP	Juniata — CP	Schuylkill — NE	
Chester — SE	Lackawanna — NE	Snyder — CP	
Clarion — NW	Lancaster — CP	Somerset — SW	
Clearfield — NW	Lawrence — SW	Sullivan — NE	
Clinton — CP	Lebanon — CP	Susquehanna — NE	
Columbia — NW	Lehigh — NE	Tioga — CP	
Crawford — NW	Luzerne — NE	Union — CP	

**Note**  
***A map of Pennsylvania showing the boundaries of the five regions appears in the previous chapter.***

## Informational Sources & Research Procedure

Compiling, editing and verifying data for the 7th Edition consumed 3,000+ hours of work over a 12 month period. The principal source of information was the Forms 990-PF (primarily for 2000 and 2001), the "tax return" which foundations file annually with IRS. Additional information was gleaned from countless web searches and many other sources: Guidestar's online collection of Form 990-PFs; foundation annual reports; published statements of program policy or grant application guidelines; Triadvocates Press' extensive research archives; CD-ROMs of business/residential telephone listings and corporate databases; online databases such as Hoovers; publications of The Foundation Center [New York City]; the Council for Advancement & Support of Education's listings of matching gift programs; and some corporate annual reports.

Perhaps most importantly, there were several thousand mail, FAX, E-mail, or telephone communications with virtually all profiled foundations, mostly regarding the draft profile-entries which were mailed/faxed to the foundations. In most cases a Triadvocates Press questionnaire accompanied the draft profile-entry and which requested information about grant application policies/procedures, website, fax number, e-mail, giving limitations/restrictions, special program interests/emphases, preferred manner and months for submission of grant applications, deadlines, board meeting schedule, and other information useful to grant applicants. Nearly 500 foundations replied with additions or corrections to the draft profile-entry, providing vital information of interest to grantseekers.

## SAMPLE FOUNDATION PROFILE & KEY TO DATA

**CP-077 George (Max) Foundation, The**

101 West Avenue  
Reading 19604 (Berks County)

**AMV** \$3,128,395      **FYE** 12/01      **(Gifts Received \$0)**

**MI-11-15-18-19-41-42-52**

**Phone** 610-555-1234    **FAX** 610-555-1235

**EIN** 23-6247000    **Year Created** 1992

**14 Grants totaling** \$85,250

**GRANTS SUMMARY:** Mostly local/Pa. giving. High local grant of \$51,500 to Reading Symphony. \$10,000 each to United Way of Berks County and Caron Foundation. \$6,500 to Foundation for Independent Colleges/Pa. \$1,000 each Alvernia College, Cornwall Manor, Planned Parenthood of Northeast Pa., and Reading Music Foundation. Other smaller local contributions. Out-of-state giving includes **\$2,000** to Harvard U. [MA]. **PUBLICATIONS:** application guidelines. **WEBSITE:** None **E-MAIL:** tothemax@msn.com **APPLICATION POLICIES & PROCEDURES:** The Foundation reports that with limited exceptions, grants are restricted to Berks County and mostly for special projects, building funds, capital needs, and scholarships. Grant requests may be submitted in a letter (2 pages maximum) during April-May (deadline is June 1st); include the amount requested and intended use of funds, and IRS tax-exempt status documentation.

**O+D+T** Paul B. George (P+D+Con) — Lawrence B. George (VP+S+F) Maximilian George [MA] (Donor)

- **CP-077** is the **Regional Profile Number**. These sequentially-assigned reference numbers are based on region and are used in all six indexes. The directory is divided into five regions: CP, NE, NW, SE and SW.
- **Telephone & Fax numbers:** These may be at the Foundation office, a bank's trust department, law firm, brokerage firm, or accountant (if acting as trustee or manager), or at the Contact Person's home.
- **MI** or Major Interest Codes. There are 52 possible Major Interest Codes which are assigned based on the largest grants awarded or on a general weighting of aggregated giving. Generally, a maximum of 24 MI Codes are assigned to any one foundation. Refer to the *Key to Major Interest Codes and O+D+T Titles* (next page or inside the back cover) for an annotated listing of all Major Interest Codes.
- **EIN** or Employer Identification Number (Federal ID) assigned by Internal Revenue Service; can be useful in locating a foundation which may be called by different names.
- **Year Created** generally is the year in which the foundation was formed, although in some instances is the year in which tax-exempt status was received or was incorporated.
- **AMV** or Assets at Market Value, as of the end of the fiscal year indicated (see next item).
- **FYE** or Fiscal Year Ending: month/year
- **Gifts Received** is the "new money" added to the corpus of the foundation during that fiscal year; it does not include interest on or earnings from existing foundation assets.
- **Grants Totaling:** the number of grants awarded and the dollar total of those grants for the fiscal year. When the number of grants is not shown, an explanation is usually provided under the Grants Summary.
- **Grants Summary** usually begins with a geographical focus of grants activity followed by a detailed listing of all grants, generally \$1,000 or larger, awarded to Pennsylvania organizations. The grants are listed by descending size to provide an overall "framework" of giving priorities. Some of the larger foundations also may have their grants clustered in overall Major Interest categories, e.g. Human Services. Significant out-of-state grants typically follow the Pennsylvania grants listing.
- **Publications** may include a foundation's published annual report, statement of program policies, application guidelines, etc. If any of these are available a grantseeker should *first* request (and review) a copy before submitting any request.
- **Website & E-mail Address:** If the foundation has a website, check it out for up-to-date information on grants, application guidelines, etc. If you have short inquiries, contact the foundation by e-mail but follow proper netiquette! Remember that very few foundations are prepared to accept grant requests electronically.
- **Application Policies & Procedures** includes, *when available*, stated giving priorities and restrictions, the preferred means of submitting a grant request, required information and documentation, deadlines, and other information of interest to grantseekers.
- **O+D+T** (Officers, Directors & Trustees). The first person listed is generally the Contact Person, or the person to whom grant requests should be sent. The *Key to Major Interest Codes and O+D+T Titles* (next page or inside the back cover) details the title abbreviations. When an individual's city/town location is known (including those resident outside Pennsylvania) that is listed in brackets, e.g. [Williamsport] -or- [NJ].

### Non-profiled Foundations

About 60% of Pennsylvania's foundations did not meet required criteria to be profiled in the 7th Edition. However, these foundations are listed by Name, Address and Status Code in regional "Non-profiled Foundations" sections. On the first page of these regional sections is a Status Code Key as to why foundations did not qualify to be profiled.

# KEY TO MAJOR INTEREST CODES and O + D + T TITLES

## HUMAN SERVICES

- 11 United Ways**  
(federated community campaigns, community chests)
- 12 Child & Family Welfare**  
(daycare centers, foster care, family counseling)
- 13 Youth**  
(Y's, Scouts, PAL, Big Brothers/Big Sisters)
- 14 Disabled/Handicapped**  
(blind, deaf, crippled, vocational rehabilitation)
- 15 Aged/Senior Citizens**  
(retirement homes, hospices, planning/service agencies)
- 16 Minorities/Race Relations**  
(African-American/Hispanic organizations, gay/lesbian groups)
- 17 Women/Girls**  
(counseling services, shelters, rape crisis/prevention agencies, Women's Way, advocacy groups)
- 18 Family Planning**  
(Planned Parenthood, pregnancy counseling, adoption)
- 19 Alcohol/Drug Abuse**  
(treatment programs, special hospitals and services)
- 20 Crime/Justice**  
(crime prevention, ex-offender, parole and court improvement programs)
- 21 Community Service Clubs**  
(Rotary, Kiwanis, Golden Slipper, Jaycees, Junior League, veterans groups)
- 22 Religion-related Agencies/Services**  
(Catholic Charities, federated Jewish appeals, Salvation Army, sectarian human service agencies)
- 23 Direct Assistance to Needy Individuals**
- 24 Neighborhood Organizations**
- 25 Housing & Homeless Programs**
- 29 Other Human Services**  
(multi-purpose agencies, volunteerism, Red Cross)

## HEALTH/MEDICAL

- 31 Hospitals/Medical Centers**
- 32 Medical Research**  
(national/local health funds, research grants)
- 33 Mental Health**  
(community MH/MR centers, psychiatric hospitals, special programs)
- 34 Medical Education**  
(schools of medicine, dentistry, nursing and veterinary medicine)
- 35 Public Health**  
(visiting nurse services, health education programs)
- 39 Other Health**  
(health planning agencies, para-med/ambulance corps)

## EDUCATION

- 41 Primary & Secondary Education**  
(public, private and parochial schools, IUs)
- 42 Colleges & Universities**
- 43 Scholarships & Fellowships**
- 44 Libraries**
- 45 Community Education & Literacy**
- 49 Other Education**  
(economic education, Junior Achievement, educational research)

## ARTS/CULTURE

- 51 Theatre & Dance**  
(performing arts companies and schools)
- 52 Music**  
(orchestras, music schools, and concert series)
- 53 Visual Arts**  
(art exhibitions, galleries, art schools)
- 54 Museums**  
(all types)
- 55 Community Arts**  
(urban art programs, festivals and special arts events, arts councils and federations)
- 56 Historical**  
(historical restoration/preservation, historical societies, celebrations)
- 57 Public Broadcasting**  
(public radio/TV, program underwriting)

## RELIGION

- 61 Catholic Churches & Missions**
- 62 Jewish Synagogues & Charities**
- 63 Protestant Churches & Missions**
- 64 Theological Education**
- 65 Ecumenical Programs & Organizations**
- 69 Other Religions**  
(Islam, Eastern religions, etc..)

## ENVIRONMENTAL

- 71 Conservation & Ecology**  
(parks, protected lands, arboreta, nature centers, conservation groups, horticultural societies)
- 72 Zoos/Animal Humane/Wildlife**  
(zoological parks, SPCAs, international wildlife funds)
- 79 Other Environmental**  
(special environmental or recycling programs, advocacy organizations)

## MISCELLANEOUS

- 81 International**  
(international exchange, hospitality or education programs; refugee services)
- 82 Overseas Institutions & Programs**
- 83 Good Government**  
(Pa. Economy League, League of Women Voters, public interest organizations, watchdog groups)
- 84 Sports & Camps**  
(community sports/recreation programs, camping programs, Little League)
- 85 Economic Development**  
(public and private economic or community development organizations)
- 86 Public Policy Research**
- 88 Matching Gift Programs**  
(corporate grants matching employee gifts)
- 89 Other Miscellaneous**  
(fire companies, local government projects, etc.)
- 99 Mixed Charitable Giving**  
(Assigned only to foundations in the non-profiled *Limited Assets/Giving* category)

**Con** = Contact Person  
**PO** = Principal Officer  
**P** = President  
**VP** = Vice President

**C** = Chairman  
**VC** = Vice Chairman  
**D** = Director  
**T** = Trustee

**Co-T** = Co-Trustee  
**F** = Treasurer/Financial Officer  
**S** = Secretary  
 Preface of **A** = Assistant