



*Touching Lives*



**NINA MASON PULLIAM**  
CHARITABLE TRUST

Building a Legacy of Community  
Grantmaking since 1998

# *2012 Grant Application Guidelines*

HELPING PEOPLE IN NEED · PROTECTING ANIMALS AND NATURE  
ENRICHING COMMUNITY LIFE IN INDIANAPOLIS AND PHOENIX

### ***History of the Trust***

The Nina Mason Pulliam Charitable Trust was established upon the death of Nina Mason Pulliam on March 26, 1997, to support for 50 years the causes she loved in her home states of Arizona and Indiana. For more information about Mrs. Pulliam, please visit the Trust's website at [www.ninapulliamtrust.org](http://www.ninapulliamtrust.org)

### ***Mission***

The Nina Mason Pulliam Charitable Trust seeks to help people in need, especially women, children and families; to protect animals and nature; and to enrich community life primarily in metropolitan Phoenix and Indianapolis.

### ***Geographic priorities***

The Trust accepts requests only from charitable organizations located in and serving the metropolitan areas of Indianapolis, Indiana, and Phoenix, Arizona, with the exception of environmental requests. For environmental requests, the Trust will consider proposals from local and national nonprofit organizations working in Arizona and Indiana.

### ***What the Trust will and will not consider funding***

The Trust makes grants only to tax-exempt organizations whose purposes are described in Section 501(c)(3) of the Internal Revenue Code that are either public charities described in Sections 509(a) or private operating foundations described in Section 4942(j)(3).

The Trust will not consider grants for international activities, academic research, sectarian purposes, programs that promote religious doctrine or political campaigns. Also, the Trust does not make grants to individuals.

The Trust will not accept unsolicited proposals from colleges and universities for operating or capital requests. (The latter includes endowments for professorial chairs, faculty training and research, scholarships, and building campaigns.) However, the Trust will continue to accept proposals through its regular grant cycles for support of projects that link higher education institutions to their communities.

### ***Scope of funding and type of support***

Generally, the Trust prefers to disburse funds as a one-year grant but not for a period longer than three years. Requests for funding are limited to one request per organization per calendar year. For these purposes, an "organization" generally refers to that entity to which the IRS has issued a Section 501(c)(3) determination letter. **If an organization received a previous grant, a final evaluation report must be submitted and reviewed by Trust staff prior to requesting another grant.** For more detailed information and examples, please refer to the [Question and Answer](#) section on our web site.

The Trust awards grants for programs and capital needs. **For 2012 the Trust will not accept unsolicited proposals for capital campaigns, either for building or endowment purposes.** The Trust will consider grants for overall operating support of former Trust grantee organizations that can document major changes in income generation that threaten their future existence.

## ***Program areas***

The Nina Mason Pulliam Charitable Trust provides grants to nonprofit organizations that focus on the philanthropic interests and causes Nina Pulliam supported during her lifetime. Further, the Trust seeks to embody her values by encouraging people to take advantage of opportunities that enhance the quality of their lives. The Trust especially is interested in funding nonprofit organizations that can demonstrate and measure the impact of their work.

### ***Helping People in Need***

*Mrs. Pulliam valued giving people experiencing difficulty a hand-up and firmly believed that education was essential to reaching one's full potential.*

The Trust supports organizations and programs that:

- assist vulnerable children, adults and families move from crises or instability to greater functioning and/or self-sufficiency.
- provide education or training with accompanying social supports for individuals to obtain gainful employment.

### ***Protecting Animals and Nature***

*Mrs. Pulliam loved animals - domesticated and wild - and the natural environment. She sought ways to encourage human bonds with both.*

The Trust supports organizations and programs that:

- provide humane and wellness services for domestic animals, including shelter, rescue, and adoption.
- promote conservation of natural habitats and ecosystems that advance preservation, protection and restoration of land, water, wildlife and plants.
- provide environmental education and awareness to connect people to the natural world, promote personal stewardship, or offer knowledge and tools for addressing current and future problems.

### ***Enriching Community Life***

*Mrs. Pulliam appreciated the importance of having vibrant communities that benefit all residents, while ensuring that nonprofit organizations fulfill their missions at a level of excellence.*

The Trust supports:

- arts and cultural organizations whose program offerings primarily reach children and adults who might otherwise have limited access to participate.
- organizations and programs that add to the overall civic and cultural vitality of the community and strengthen the nonprofit sector's effectiveness.

### *Proposal consideration process*

The Trust invites organizations that support its mission and meets its eligibility guidelines to submit a preliminary proposal. The Trust will accept preliminary proposals on or before the due date, and appreciates those organizations that submit prior to the deadline.

For planning purposes, the Trust strongly suggests that a representative from your organization speak with a program officer at least three weeks prior to submitting a preliminary proposal.

### *Funding cycle deadlines*

<b>Applicant contacts Trust prior to submitting a preliminary proposal</b>	<b>Applicant submits a preliminary proposal</b>	<b>Trust notifies applicant regarding preliminary proposal</b>	<b>Applicant submits a full proposal</b>	<b>Trust notifies applicant regarding full proposal</b>
January 12, 2012	February 2, 2012	March 30, 2012	April 16, 2012	September 28, 2012
July 12, 2012	August 2, 2012	September 28, 2012	October 15, 2012	March 29, 2013

**All materials must be received online no later than 3:00 p.m. the day of the deadline. The Trust makes no exceptions.**

### *How to Apply*

The Trust approaches the funding process in two steps.

**Step 1: Preliminary Proposal.** Proposals must be submitted online at [http://www.ninapulliamtrust.org/how\\_to\\_apply.php](http://www.ninapulliamtrust.org/how_to_apply.php)

The preliminary proposal must include the application form completed online and the following:

- Preliminary Proposal Letter (not to exceed three pages with print size of 12-point font) describing the project, which must include what needs will be met, who will be served and measurable results.
- Board of Directors roster with position held. Please include business affiliation, as well as city and state.
- IRS 501(c)(3) Determination Letter.

For both program and capital requests, attach a list of other support already received and/or pledged for this project (including sources and amounts). **No additional materials are to be submitted.**

**The Trust will not process an incomplete application and/or multiple applications in the same year.**

**Step 2: Full Proposal/Application for Funding.** Organizations whose preliminary proposals are approved for full proposal consideration will receive notification and application instructions. Materials required in the full proposal include an eight-page narrative addressing provided questions, detailed budget information and supplemental documents that include the IRS 990 form, strategic plan and financial statements. The Trust then will schedule a meeting or site visit with Trust representatives and the applicant's chief executive and board chair.

**Please note: The invitation to submit a full proposal does not guarantee selection as a grantee.**