Parmelee
Consulting Group, Inc.
Tell your story. *Fund* your mission.

Sample Grants Work Plan

Funding Source	Due	Priority	Request	Amount	Type	Status	Notes
Mitsubishi Electric America Foundation	1-Jun	L			LOI		Phone calls Discouraged. Proposals no longer than 3 to 4 pages.
Charles A. Freuauff Foundation	June 1 - August 1	H			LOI		Foundation will notify organizations after receiving LOI in time for them to submit full proposal by 9/15. Full proposal guidelines found online. Good source for equipment or capital needs.
Hoover Family Foundation	Nov. 1, Mar. 1, July 1	H			LOI		Guidelines found on profile sheet.
NO DEADLINES							
Alcoa Foundation	N/A	H			Full (online)		Must have support of local Alcoa before submitting proposal. Submit concept letter to local Alco first.
Bannerot-Lappe Foundation	N/A	H			LOI		Send letter to request application form.

Glossary:

Due = Funder's hard deadline

Priority = High, Medium, Low, based on recent giving and upcoming deadlines

Request = Actual request, to be recorded after submission

Amount = Actual amount requested, to be recorded after submission

Type = full proposal or letter of inquiry (LOI) / preliminary proposal

Status = Pending, Accepted, or Denied, to be recorded after submission and notification

Notes = Miscellaneous comments