

THE JOHN D. PICOTTE FAMILY FOUNDATION

Formerly known as the Equinox – Albany Community Foundation Fund

Mission

The John D. Picotte Family Foundation works to provide philanthropic support in New York State's Capital Region, with emphasis on health, education, the arts, housing and the advancement of science which will have a significant impact on the quality of life in the Capital Region.

The Foundation does not give grants to individuals. Grants from this fund usually range between \$5,000 and \$20,000.

Application Submission

The formal application requires submission of an online application, which can be found online at www.cfgr.org. **The application process is strict and should be followed to the best of the organizations' ability.**

Review Process

An initial review of the applications will be conducted by Foundation staff. Applicants may be contacted for additional information. Applications not conforming to the accompanying guidelines will be asked to resubmit.

Trustees of the Foundation will review and discuss all applications. Site visits to applicant organizations with which the trustees are unfamiliar are likely. Applicants should have the following information available at that time:

- Brochures, annual reports or other descriptive materials (if available); and
- Descriptions of key staff, including qualifications.

Applicants will be notified in writing of the trustees' decisions.

Time Line

Applications are due September 12, 2018. Occasionally, complex applications will require additional time to review. Applicants will be kept informed of their proposal's progress.

Post-Grant Requirements

Grant recipients are required to submit a written evaluation of the project at 6 months and within 60 days of the conclusion of the grant period. In the case of multi-year grants, more frequent reporting may be required. Site visits by the trustees of The John D. Picotte Family Foundation will be conducted at the discretion of the trustees during the course of the grant period.

Questions

Do not contact the directors of The John D. Picotte Family Foundation directly. Questions regarding the grant review process should be directed to:

Shelly Connolly, Program Officer
The Community Foundation for the Greater Capital Region
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