Using the *Foundation Directory* to Find Funding Sources

Subscribers can search by county, metro area, and ZIP code as well as by city and state; E-mail and print records; export lists of up to 100 search results at a time into Excel with a single click; and exclude grantmakers that don’t accept unsolicited applications.

**With NIU’s Platinum subscription, we have access to** detailed profiles of all current U.S. foundations, corporate donors, and grantmaking public charities, as well as an extensive database of recent grants.

- Over 108,000 foundations, corporate donors, and grantmaking public charities
- Over 3 million recent grants
- More than half a million trustee, officer, and donor names—fully indexed
- Program details and application guidelines for leading grantmakers
- Sponsoring company information for corporate grantmakers
- 31 search fields including keyword search

**To access the *Foundation Directory*:**

- Access is available at Founders Memorial Library. See the Reference Librarian across from the Circulation Desk. They can log you in to a computer to use the Foundation Directory in the Library.
- Access is also available in the new Philanthropy section at the DeKalb Public Library on Oak Street.
The most common search will be to click on **Search Grantmakers**. When you're logged in, click on the top tab for **Search Grantmakers**. The following screen is an example of starting a search.

**Tips for searching:**

**By Fields of Interest**, click on “view index” to scroll through the alphabetical list for keywords of interest to your project.

**Types of Support**—view index and consider selecting “Research”

**Geographic focus**: view index and select Illinois and National

Click on the box to “exclude grantmakers not accepting applications.”

To conduct an index search, open an index by clicking on a View Index link located beneath a search field title on the search screen. Clicking on an index entry automatically inserts it into the corresponding search field. In addition to selecting entries from the indexes, you can also type them directly into any search field; however, selecting entries from the indexes prevents spelling errors, saves time, and guarantees that you're using the terminology associated with a particular search field.

You can insert multiple index entries into any search field. The Boolean operator *or* is automatically added to the search field between each index entry. Your search will retrieve results containing *any* of the index entries selected. Multiple search fields can be used in any single search. The Boolean operator *and* is automatically inserted “behind the scenes” between each search field. Your search will retrieve results containing matches in *all* search fields used. Note that your results might not contain *pure* matches of the index entries you select. For example, if you select the Fields of Interest index entry "Arts," your results might include the Fields of Interest index entry "Performing arts." This occurs because FDO attempts to find *any* match within the data field associated with a particular search field. You'll notice this more frequently when selecting very broad or one-word index entries.
Advanced GrantMaker Searches

Scenario — Searching for grantmakers by county and multiple fields of interest (index search, Boolean search)

- Advanced searches often involve multiple search fields and the use of Boolean operators.

Question: How can I search for grantmakers located in Los Angeles County that support the environment or health?
Answer: Combine a County index search with a Fields of Interest index search using the Boolean operator OR.

Follow these steps:

1. Open the County Index by clicking on the View Index link located beneath its search field title on the Search Grantmakers Screen.
2. At the top of the Index Pane, click "L" to display all counties beginning with the letter "L."
3. Scroll down to find the index entry for "Los Angeles." Click on it to automatically insert it into the County search field.
4. Open the Fields of Interest Index by clicking on the View Index link located beneath its search field title on the Search Grantmakers Screen.
5. At the top of the Index Pane, click "E" to display all fields of interest terms beginning with the letter "E."
6. Scroll down to find the index entry for "Environment." Click on it to automatically insert it into the Fields of Interest search field.
7. At the top of the Index Pane, click "H" to display all fields of interest terms beginning with the letter "H."
8. Scroll down to find the index entry for "Health care." Click on it to automatically insert it into the Fields of Interest search field. The Boolean operator OR is automatically added to the search field between each index entry.
9. Click Search. The Grantmaker Search Results Screen appears and displays a list of grantmaker records matching your search criteria.
10. Click on a grantmaker name to open the Grantmaker Record Display Screen and view the record.

Scenario — Searching for grantmakers by ZIP code and variations of keywords (index search, keyword search, wildcard search)

- Advanced searches also often involve the use of wildcard characters.

Question: How can I conduct a very broad search for grantmakers located in ZIP code 10010 (New York, New York) that support the arts?
Answer: Combine a ZIP Code index search with a keyword search using the asterisk wildcard character.

Follow these steps:

1. In the ZIP Code field, type 10010.
2. In the Keyword Search field, type art*.
3. Click Search. The Grantmaker Search Results Screen appears and displays a list of grantmaker records matching your search criteria.
4. Click on a grantmaker name to open the Grantmaker Record Display Screen and view the record.
Dekalb County Community Foundation
2600 Dekalb Ave.
Sycamore, IL 60178
Telephone: (815) 748-5383
Contact: Daniel P. Tempolin, Executive Director; Anita Zurbrugg, Prov. Dir.
Fax: (815) 748-5873
Email: dan@dekalbccc.org
URL: www.dekalbccc.org
Type of Grantmaker: Community Foundation
IRS Exemption Status: 501(c)(3)
Last Updated: 6/30/2012

Online Communications: Facebook
Background: Established in 1991 in IL; re-incorporated in 1993 under current name.
Limitations: Giving primarily in Dekalb County, IL. No support for religious purposes.
No grants for capital campaigns, operational phases of established programs.
No reduction, or advertising.

Purpose and Activities: The foundation seeks to enhance the quality of citizens of Dekalb County, IL by: 1) serving donors in achieving their philanthropic objectives; 2) creating and building a lasting source of revenue to benefit the local community; and 3) providing leadership and resources in areas community needs.

Program Area(s): The grantmaker has identified the following area(s) of Community Needs Grants: Addressing and meeting changing and emerging community needs is the goal of the foundation's grantmaking. Grants are given to programs, institutions, and other organizations that fill gaps in the community's needs. In an effort to encourage and support community partnerships, it provides special consideration for those proposals that are collaborative in nature.

Scholarship Funds: The foundation administers various scholarships that are designed to support students in the future of area students. Each scholarship has its own application guidelines and eligibility criteria, including graduation from a high school, high academic achievement, involvement in sports, and study in a field such as teaching.

Youth Engaged in Philanthropy Grants: Youth Engaged in Philanthropy program teaches young people leadership skills and the community involvement and philanthropy. In order to be eligible for funds, applicants must be directly involved in the development and/or implementation of the grant awards will be limited to a maximum of $2,500 per project, and 3) show promotion of the 40 Developmental Assets TM. Visit the foundation's more information.

Fields of Interest: Subjects: Arts; Community/economic development; Health care; Humanities; Services; Geographic Focus: Illinois
Types of Support: Building/renovation; Equipment; Matching/challenge money.

Selected Grants:
The following grants are a representative sample of the grantmaker's funding activities:
$25,000 to Opportunity House, Ormsom, IL, in 2000. To remodel new Developmental Training Center, payable over 1 year.
$10,000 to Dekalb Area Womens Center, Dekalb, IL in 2000. To waterproof building to address mild problem, payable over 1 year.
$10,000 to Open Door Rehabilitation Center, Sandwich, IL in 2005. To purchase walk-in toilet/Urinal, fence and replacement of concrete patio, payable over 1 year.
$12,000 to Dekalb County Historical Society, Sycamore, IL in 2008. For repair and protection of 1865 Granville School property, payable over 1 year.
$12,000 to Violence Victims, Maha, B. in 2008. For counseling for service students.