

**THE TWO FEATHERS ENDOWMENT** is one of the family of five SpectrumTrust endowments of The Saint Paul Foundation (previously known as the Diversity Endowment Funds). The Endowment creates a flexible fund that reflects the American Indian community's defined needs and allows for every interested donor to participate at any level. The work of the Two Feathers Endowment is made possible through small and large financial gifts and donations of service and time.

## Funding Priorities

**The Two Feathers Endowment is strongly encouraging applications from communities and organizations on or near reservations or from Greater Minnesota.** This is a competitive process for all applicants. Two Feathers anticipates making 3-5 grants during each of its grant cycles, and giving 15-20 scholarships. In order to meet our goal with the limited resources available, the following areas of funding priorities have been established:

- **EDUCATION** ~ We will strongly consider any proposal that advances the educational achievement of Indian students, or the integration of Indian culture into educational systems.
- **CHILDREN AND YOUTH** ~ We will support efforts that focus on the social and cultural development and wellbeing of Indian youth. Priority will be given to projects and programs that foster leadership and participation by youth in community and cultural activities.
- **ELDERS** ~ We will fund efforts that increase the participation of elders in social and community affairs.
- **INTERGENERATIONAL** ~ We will support projects and programs that bring together Indian elders and youth for cultural exchanges.
- **PRESERVATION OF CULTURE** ~ We believe that the conservation of our culture is important and will fund endeavors that work toward this goal.
- **CAPACITY BUILDING** ~ We will support Indian organizations moving toward better organizational development (including consultants and expertise for program development, strategic or financial planning, and evaluation).

## Selection Criteria

The Two Feathers Endowment will utilize the following factors when assessing proposals:

- Grants will be made to community-based, non-profit organizations within Minnesota that are also managed by a majority of Indian people.
- Projects seeking modest support from the Two Feathers Endowment to be used in conjunction with other funds or community service and labor will receive priority.
- The Two Feathers Endowment may consider requests for multiple years (2) of funding.
- The Two Feathers Endowment will not provide grants for capital expenditures, deficit reduction, economic development, or ongoing operation support.
- Due to our limited resources, the Two Feathers Endowment does not fund Pow Wows, conferences, or events.
- The Two Feathers Endowment may not consider requests for the same project for more than two consecutive years.

Grants will be awarded up to **\$4,000**. Proposals must be submitted by **June 30, 2010** for consideration in August, 2010.

## Scholarships

The Two Feathers Endowment also provides scholarships to Indian youth and adults seeking to advance their education. Scholarships may be used for tuition and fees at any accredited university, technical college, or trade school. Scholarship types, requirements, and amounts vary. This is a separate application and process, with a deadline of **June 30 of each year**. Please call or visit our web site at [www.spectrumtrust.org/st/twofeather](http://www.spectrumtrust.org/st/twofeather) for more information and an application.



## **Two Feathers Endowment** **GRANT APPLICATION DIRECTIONS**

~ Please read all directions before submitting your proposal ~

The Two Feathers Endowment receives far more applications than it is able to fund. Before you prepare an application, please read the **Grant Guidelines** carefully to make sure that your program is a good fit with our priorities.

### **Your Proposal**

1. Please print or type the requested information on the enclosed **Grant Application Form**. Have the person you listed as Chief Executive Officer sign and date the form. If you recreate the form on your computer, please include items a) through d) and have the form signed. The Minnesota Common Grant Application Form **will not** be accepted.
2. Prepare your **Project Narrative**. Address all the questions on the back of the Grant Application Form and comply with the page limit.
  - Your proposal will be photocopied for committee members. Please do not submit materials that cannot be photocopied (i.e. video tapes, posters, books, etc). If you are submitting pamphlets, brochures, newspaper articles, etc., please submit **14** copies of each item. Otherwise, submit only one copy of your proposal.
3. Prepare the **Project Budget** for your project and attach it to the Project Narrative. See the information on the back of the Grant Application Form.
4. Assemble the **Required Documents** listed on the back of the Grant Application Form and include them with your Application Form, Project Narrative, and Project Budget. We cannot accept your proposal without these documents.
5. If necessary, include a completed **Fiscal Agent Agreement** (see below).
6. Send your complete proposal to the mailing address below. Your proposal must be **received** by 4:30 p.m. on the deadline dates stated below. If you have any questions, please contact Carolina Bradpiece at the numbers listed below.

### **Fiscal Agent**

In order to receive grant funds from us, your organization must be recognized by the Internal Revenue Service as a §501(c)(3) nonprofit. Tax-exempt status awarded by the State of Minnesota is not the same.

If your organization is not a §501(c)(3) nonprofit, you must make use of an organization that is. This organization is called your Fiscal Agent.

If you will be using a Fiscal Agent, that organization will need to complete and return a **Fiscal Agent Agreement** form **AND** the **Required Documents** listed on the back of the Grant Application Form. To obtain this form, or if you have questions, please contact Carolina Bradpiece at the numbers listed below.

### **Mailing Address**

Two Feathers Endowment  
The Saint Paul Foundation  
Attn: Carolina Bradpiece  
55 Fifth Street East, Suite 600  
St. Paul, MN 55101-1797

### **For Information or Forms**

Contact: Carolina Bradpiece  
[cab@saintpaulfoundation.org](mailto:cab@saintpaulfoundation.org)  
651-224-5463 - or - 1-800-875-6167

### **DEADLINE**

**June 30**  
For consideration in August

## Project Narrative

Please answer the following questions in the order listed in a narrative. **Please do not to exceed 3 pages.**

- 1) What specifically do you want to accomplish?
- 2) Describe your organization's background and why it is particularly well suited to carry out the proposed project.
- 3) Which of our funding priorities does this project support and how?
- 4) How will the outcomes be evaluated for this project? (*Identify specific outcomes and describe how your organization will measure those outcomes.*)

## Project Budget

The Two Feathers Endowment is interested in having a clear picture of your funding needs. Please provide an accurate budget of the project (**not** the organization's overall budget). Please read all definitions and instructions below before completing your budget. Leave blank the categories that do not apply to your project.

### Expenses

- **Personnel:** list any payments to individuals, including job functions.
- **Supplies:** list items and their cost by broad categories.
- **Space and equipment:** list costs associated with the project.
- **Travel:** list any travel costs related directly to the project.
- **Publicity and promotion:** list costs of printing, mailing, etc.
- **Other expenses:** itemize expenses that do not fit in the above categories.

### Income

- **Earned income:** list any source of income generated from the project.
- **Grants / Contributions:** list all sources and status of funding for the project at the time of this application.

## Required Documentation

All applications must include the items listed below. **If you are using a Fiscal Agent, all of the requested documents must also be submitted for that organization, along with the Fiscal Agent Agreement.**

- A copy of the organization's most recent letter of exemption from the Internal Revenue Service demonstrating that it is an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, and stating whether or not it is a private foundation. A copy of your certificate from the State of Minnesota is not acceptable.
- Audit or year-end financial statement of the organization for the most recently completed fiscal year, and the organization's operating budget for the current year.
- A list of the members of the governing board, including affiliations (place of employment and/or other relevant community involvement).
- Evidence that this application has been reviewed by the governing board of the organization and has received its endorsement. Where possible, a formal board resolution to this effect should be submitted. If using a fiscal agent, the Fiscal Agent Agreement Form will serve this purpose.

Proposal deadline is: **June 30, 2010**  
for consideration during the month of August, 2010

Your proposal must be **received** by 4:30 p.m. on the deadline date. Please mail your proposal to:

**Two Feathers Endowment  
The Saint Paul Foundation  
Attn: Carolina Bradpiece  
55 East 5th Street, Suite 600  
St. Paul, MN 55101-1797**

If you have any questions, please call SpectrumTrust of  
The Saint Paul Foundation at 651-224-5463 or 1-800-875-8167.





**Two Feathers Endowment**  
of SpectrumTrust of The Saint Paul Foundation  
**GRANT APPLICATION FORM**



*Please refer to the Grant Application Directions before going any further.*

**Will you be using a Fiscal Agent?    [ ] Yes    [ ] No    (Please refer to the Grant Application Directions)**

**If yes, what is the Fiscal Agent organization? \_\_\_\_\_**

***Information About Your Organization***

Legal Name of Organization:		
Chief Executive Officer:		
Address:		
City	State	Zip
Phone	Fax	

***Information About Your Project***

Name of Project Director (if different from executive officer)		
Address (if different from organization address)		
City	State	Zip
Phone	Fax	
E-mail Address		
Project Title		
Project Starting Date	Project Ending Date	
Total Project Amount	Amount Requested (\$4,000 maximum)	

~~~~~  
***Most recent past grant (if any) from the Two Feathers Endowment***

|                                        |                                                                                               |
|----------------------------------------|-----------------------------------------------------------------------------------------------|
| Project Title                          |                                                                                               |
| Grant Tracking Number<br><b>SP – –</b> | Has the Final Report been submitted? <input type="checkbox"/> Yes <input type="checkbox"/> No |

**In submitting this application, the applicant agrees to the following:**

- a) The applicant will spend the money solely for the purpose stated in the grant award and will return the unexpended portion of the funds, if any. In addition, the applicant will provide an interim and/or final report, as required.
- b) The applicant realizes that payment of funds will be at the convenience of the Foundation. The Foundation reserves the right to cancel the grant and/or modify previously agreed-upon payments should such actions be deemed necessary by the Foundation.
- c) The applicant understands that the Foundation may review any or all information submitted as part of this request with advisors of the Foundation's choosing, if deemed necessary by the Foundation.
- d) The applicant intends to comply with the terms of the Minnesota Charitable Solicitation Act (MS §309), if applicable.

\_\_\_\_\_  
Signature of Chief Executive Officer

\_\_\_\_\_  
Date