

# IFPDA FOUNDATION

## IFPDA FOUNDATION GRANT GUIDELINES

### Purpose

In fulfillment of its mission to promote greater awareness and appreciation of prints, the IFPDA Foundation provides financial support for exhibitions, scholarly publications, lectures, and symposia that focus on fine prints.

### Eligibility

Grants are made to nonprofit organizations in the United States that are certified tax-exempt under section 501(c)(3) of the U.S. Internal Revenue Service Code. Outside of the United States, grants are made to organizations that can document not-for-profit status.

### Procedure & Timeline

Proposals may be submitted in writing to the Foundation in accordance with guidelines by April 14, 2024.

Online submissions for proposals begin in January and close in April.

Applications are reviewed in late Spring. Applicants will be notified concerning the status of their application by the end of August.

### Grant Awards

Awards generally range from \$2,000 - \$4,000.

### Guidelines

- Applicants may submit only one proposal in each award year.
- Applications received after the Grants Committee's annual review may be considered at the Committee's discretion.
- Organizations seeking support must deem their programs open and accessible to all members of the public, regardless of sex, race, creed, national origin, disability, or age.
- The grant period should commence no earlier than September of the year in which an application is made.
- Applicants should supply clear information regarding the proposed completion date of the project.
- The Foundation and its Grants Committee will review applications and may request additional information in connection to any application.
- Applicants will be notified in writing with respect to funding decisions in August.
- Allowable Costs: costs shall be allowed for the purposes of a grant provided that they occur or are obliged within the grant period specified in the grant application, and they are solely for the purposes of the grant and can be identified as such.
- Non-allowable Costs:
  - Expenses incurred or obligated prior to, or after, the grant period.
  - Capital expenditures, such as building, renovation, or remodeling of facilities.
  - Outstanding debts and financial obligations or costs.
  - Entertainment, food, beverages, and awards.
  - Expenses associated with fundraising.
  - Contributions and donations.
- The use of Foundation Grants to underwrite grant programs or individual grants within one's own organization or another organization, i.e. re-granting, is strictly prohibited.

- The Foundation will not support projects involving single-owner private collections.
- If a grant is awarded, a grant award agreement will be made between the organization/grantee and the IFPDA Foundation, the grantor. Grant payments will not be released until all grant award documents have been signed, returned to, and approved by the Foundation.
- A grantee is required to maintain complete and accurate accounting and program records and may be required to, upon request, submit descriptive and/or financial reports to the Foundation.

### **Review Criteria**

The criteria used by the Grant Committee to evaluate proposals includes but is not limited to:

- Scope and intellectual quality of the proposal's premise.
- Potential for both professional and public impact.
- Feasibility of implementation.
- Qualifications of key personnel.
- Distinction of the topic from other projects either planned or previously published in the field.

### **Submission Requirements**

- Applications may be submitted in writing or online at <https://www.tfaforms.com/360531>
- Please mail any supporting materials such as catalogues and pamphlets to the address listed below.
- Applicants should not submit material that requires a return to the applicant.

### **Submission Address**

IFPDA Foundation  
Attn: Jenny Gibbs  
P.O. Box 376  
New York, NY 10116  
USA

*Note: Applicants will receive a confirmation by email that their application has been received.*