Guidelines for Submission of Grant Requests

The acorn in the Socrates Foundation logo symbolizes the Board’s vision for investing seed money in projects with growth potential, in projects showing strength/sustainability resulting from innovative, wise planning. That vision birthed the purpose of the Foundation: to fund grants primarily for seed money for capital appropriations that are used for education or humanitarian purposes.

What kind of projects does The Socrates Foundation support?
- Preference: One-time capital funding projects
- Preference: Projects with matching gift programs in their plans
- Preference: Proposals dealing with development of new intellectual skills
- Preference: Youth projects
- Projects in education or health
- Projects being completed over 1-2 years (depending upon project addressed)
- Innovative ideas that can be sustained following initial funding
- Projects within five hundred (500) miles of the Laramie, Wyoming Socrates Foundation office [due to the difficulty in following up, participating, and observing grant recipients]

What are some examples of educational grants awarded by Socrates?
- Renovation of existing pre-school facilities
- Purchase of hearing testing equipment for a deaf children’s program
- Purchase of computers to upgrade library facilities for a public grade-school
- Purchase of “jungle gym” outdoor equipment for a school
- Building/renovation for higher education expansion
- Construction of wheelchair ramp, increasing accessibility to arts education for handicapped
- Construction of outdoor classroom for exploring nature in early childhood education
- Building renovation for youth extra-curricular activities in economically depressed rural area

What does Socrates NOT fund?
- Individuals
- Donations to fundraising organizations
- Operation costs, salaries
- Grants to an organization previously funded or for the same project

What’s involved in submitting a grant request?
- Directions: See page 2 of these guidelines under “Steps for Submitting a Proposal”.
- Deadline: Complete grant application packets must be received by November 1. Submit requests any time during year. (Since grants are awarded on a competitive basis, all requests in calendar year shall be reviewed together at annual Socrates meeting.)
- Award Notification: Award status letters will be mailed out shortly after the annual Socrates Board Meeting.
Steps for Submitting a Proposal

1. Go to the Socrates Foundation Web site at [www.socratesfoundationwy.org](http://www.socratesfoundationwy.org)
2. Click on the link, “To Submit a Proposal”
3. Answer the questions in the “Determining Eligibility for Grant” link.
4. If you have met initial criteria for funding, then you will have the opportunity to submit your Letter of Intent (LOI) online.
5. Once you have submitted the LOI online, you will be contacted by email within the month to let you know if the LOI was approved. If approved, you will be given the URL to which you will submit the online application.
6. In that application, you will…
   - State the problem to be addressed
   - Give a brief background of the proposed project
   - Lay out a timeline of activities
   - List the personnel involved in the project and their qualifications
   - Present your budget request and justification
7. In addition to completing the online application, you will need to mail in proof of 501c status for the organization requesting funding to the address noted below.
8. As noted on page one, the deadline for complete packet submission is **November 1** annually.

Submit the proof of 501c status to:

**The Socrates Foundation**
1016 South 15th Street
Laramie, WY 82070
Attention: Fay W. Whitney, Secretary