

Chrest Foundation's Approach to Grantmaking

The Chrest Foundation supports organizations whose mission complements the Program Areas. The Foundation invites experimentation, innovation, and creativity in addressing the issues described above, basing its partnerships with grantees on the following principles:

Communities Know Best

Since the Foundation believes communities are best able to determine their own needs and find solutions to complex social problems, grant funds, to the extent possible, are awarded to community based organizations where the Foundation's activities are concentrated. In addition, local experts and resources utilized in projects also come from the communities the Foundation serves.

Shared Commitment and Long-Term Partnership

Enhancing the impact of the Foundation's work requires long-term collaboration with grantees; therefore, the Foundation takes a more comprehensive view of its relationship with grantees. The Foundation provides funding as well as other forms of assistance to its grantees where possible. This may include technical assistance in the form of project development, fundraising, research, and training. The Foundation has allocated funds in addition to those in the grantmaking program to allow grantees to attend training seminars, build their organizational capacity, and to carry out periodic research efforts which may enhance the effectiveness of their programs.

Long-term commitments emerge as a result of a partnership based on trust, understanding, and shared goals. In addition to sharing the goals of the Foundation, grantees demonstrate promise and excellence in their:

- Understanding of and responsiveness to their respective fields;
- Articulation of and commitment to a vision of change;
- Implementation of programs;
- Facilitation of relationships across social divides; and
- Leveraging of other resources (financial, technical, and human), that add value to the Foundation's grantmaking programs.

Institutional Integrity and Accountability

In recognition of the importance of organizational well-being for the success of grantee programs, the Chrest Foundation believes that:

- Organizations should demonstrate excellence in all areas, honesty in all communications, and personal integrity in all projects the organization is involved with; the Foundation will always try to reciprocate;
- Chrest Foundation's support should be complemented by other sources of funds;
- Grantees should be registered as a civil society type of organization; and

- Organizations should be transparent in their financial dealings with their financial reporting produced in a professional and systematic manner.

If requested, the Chrest Foundation will offer technical assistance grants to grantees in order to fulfill the last two criteria.

Program Evaluation

The Chrest Foundation believes that evaluating project impact is important to building an organization's capacity to achieve its goals. The Foundation asks grantees to develop their own evaluation indicators and techniques as part of their proposal, and prepare final reports that reflect on these indicators. This process is meant to serve not only as a measure of project success, but also more importantly as a tool for internal learning and reflection.

Grant Application Process

All initial requests to the Foundation must be written in English or Turkish and submitted to the Foundation via regular mail or email. Rather than submitting a formal application initially, the Foundation requests that all applicants for funding first submit a **letter of inquiry** as follows:

A one-page cover letter that includes:

- Organization's name, address, and phone number;
- Contact person;
- Mission of the organization;
- Annual budget amount of the organization; and
- Amount of funding being sought.

And, a one-page summary of the organization's proposed project describing:

- Who the organization intends to serve;
- What the organization plans to do;
- How the organization intends to achieve it;
- Why the project is needed;
- When - starting and ending dates for the project; and
- What objectives/results the organization intends to achieve.

Click here to submit *letter of inquiry*

After an initial review, the Foundation may request that the organization complete the following **application form** in English or Turkish. For ease of completion, the **application form** may be downloaded in **Microsoft Word** or **Adobe PDF** format and printed or saved to be used as a working file. If the proposed project is submitted to the Chrest Board of Directors for final approval, the **application form** must be submitted in **English only**. Along with the **application form**, the organization is asked to submit:

- Most recent and stamped Department of Associations Annual Desk Report if an Association; Foundations Directorate Annual Report if a Foundation; or proof the organization is legally

registered, as well as the most recent and stamped financial statements submitted for regulatory compliance (balance sheet and income statement) if any other type of legal entity;

- Notarized and stamped by-laws of the organization; and
- Annual reports, brochures, catalogues, bulletins, films, and/or other materials produced by your organization.

A final grant decision is made only after all the above materials have been submitted to the Foundation, along with a completed **application form**.

Review Process

The Chrest Foundation receives and reviews inquiries throughout the year. If the project proposed in the **letter of inquiry** is within one of the Foundation's stated program areas, the Foundation may request the formal **application form** be submitted along with the additional information as described above.

All grant inquiries should be clearly marked "Grant Inquiry" and addressed to:

Chrest Foundation
130 East John Carpenter Freeway
Irving, Texas 75062 USA
+1.972.999.4514

All grant awards must be approved by the Foundation's Directors. Applicants will be notified regarding status of their request within 30 days.