



2012 Mental Health Annual Cycle Grant Guidelines

Objective

The Tower Foundation seeks to prevent or alleviate psychological disorders in children, adolescents, and young adults to age 26.

Eligibility

To be eligible to apply, organizations must:

- operate programs that provide one or both of the following:
 - services for children, adolescents, or young adults to age 26 with psychological disorders
 - programming to prevent the onset of psychological disorders in children, adolescents, and young adults to age 26 who, based on a range of socio-economic factors, have a higher-than-average likelihood of developing these conditions
- be tax-exempt with 501(c)(3) classification from the Internal Revenue Service that are not private foundations or described as 509(a)(3) organizations; or
- be charter or private schools; or diocesan or public school districts; or
- be a non-profit public benefit corporation.

Geographic Areas

Massachusetts

- Barnstable County
- Dukes County
- Essex County
- Nantucket County

New York State

- Erie County
- Niagara County

Priorities

The Foundation will give preference to requests involving one or more of the following priorities:

- Projects providing direct benefit to individuals with serious mental illness (see definition below)
- Reducing barriers to seeking treatment or services
- Social and emotional development
- Indicated or selective* prevention programming
- Reducing Stigma
- Early identification and linkage to services
- Effective treatment/programming
- Co-occurring disorders
- Life-skills programming for persons with serious mental illness
- Provider workforce shortage and readiness (field-wide capacity building)

* **Indicated interventions** are aimed at individuals who may already display signs of psychological disorders.

Selective interventions target those who are at greater-than-average risk for psychological disorders.

Universal programs are applied to general population groups without reference to or identification of those at particular risk.

Note: Universal programs will not be considered for funding.

The Foundation will also consider other project ideas that have the potential to advance its objective in the category.

The Foundation has adopted the National Alliance on Mental Illness's definition of mental illness:

Mental illnesses are defined as medical conditions that disrupt a person's thinking, feeling, mood, ability to relate to others and daily functioning. Just as diabetes is a disorder of the pancreas, mental illnesses are medical conditions that often result in a diminished capacity for coping with the ordinary demands of life.

The Tower Foundation has a particular interest in serious mental illnesses, including major depression, schizophrenia, bipolar disorder, obsessive compulsive disorder (OCD), panic disorder, post traumatic stress disorder (PTSD) and borderline personality disorder.

Additional Information

- Typical funding range is \$25,000 - \$75,000 per year.
- The Foundation encourages multi-year grants.
- The Foundation gives preference to projects in which the majority of costs are both new to the organization and directly related to the proposed initiative.
- Projects should be sustainable after grant funding ends.

Submitting a Letter of Inquiry

The first step in applying for a grant is submitting a letter of inquiry not to exceed four pages. Letters of inquiry must use the Calibri typeface, 11-point, single-spaced with one-inch margins on all sides. The Foundation accepts only one letter of inquiry per applicant.

To be considered for a grant in 2012, letters with an original (i.e., “wet”) signature must be received by 4:30 p.m. on March 28, 2012. E-mailed and faxed copies will not be accepted.

Letters of inquiry **must** include the attached face sheet and provide the following information:

1. General Information (approx. 1 page)
 - Discuss your organization’s history, current mission, and services (limit your discussion of services to those that are relevant to this request).
 - Describe your organization’s target population and geographic area served.
2. Project Rationale and Description (approx. 2 pages)
 - Identify and discuss the need, problem, or opportunity that will be addressed.
 - What are your project’s goals?
 - How do you plan to accomplish those goals?
 - What is your project’s target population?
 - How many people will benefit directly from the project?
 - How will the proposed project advance the Foundation’s objective of preventing or alleviating psychological disorders in children, adolescents, and young adults to age 26?
3. Financial Information and Support (approx. 1 page)
 - Identify the total project cost.
 - Identify the dollar amount requested from the Foundation (for multi-year grants specify the amount for each year).
 - Provide a brief summary of how the funds will be used.

4. Signature

- **Original (“wet”) signature of organization’s superintendent, headmaster, executive director, ceo or president. (Note: designee signatures are not acceptable.)**

Notification of Interest

All letters of inquiry are reviewed to determine if the Foundation wishes to pursue a grant application. Applicants will be notified by May 11, 2012 of the result of this review. A request for an application is not an indication of likely support. The deadline for grant applications, if requested, is June 20, 2012.

Final decisions on grant awards are made by the Foundation’s Board of Trustees. Applicants will be informed of the Board’s decision by September 21, 2012.

The Foundation does not accept unsolicited proposals.

Restrictions

The Foundation does not fund:

- grant requests largely consisting of general operating support
- programs or projects that may be used for the private benefit of any grant recipient or affiliated person
- attempts to influence legislation
- attempts to influence or intervene in any political campaign
- capital campaigns or improvements
- scholarships

Timeline Summary

	<i>Deadline</i>	<i>Expect response by</i>
Letter of Inquiry	March 28, 2012 4:30 p.m.	May 11, 2012
Grant Application <i>(if requested)</i>	June 20, 2012 4:30 p.m.	September 21, 2012

Send Letter of Inquiry to:

Mental Health Annual Cycle
The Peter and Elizabeth C. Tower Foundation
2351 North Forest Road
Getzville, NY 14068-1225



The Peter and Elizabeth C. TOWER Foundation

2012 MENTAL HEALTH ANNUAL CYCLE Letter of Inquiry Face Sheet

1. Total Amount Requested: \$ _____
2. Legal Name of Organization Applying: *

* Should be the same as on IRS determination letter and as supplied on IRS form 990

3. Address: _____

4. Contact Person: * _____
Title: _____

* Should be a person with detailed knowledge of the project.

5. Telephone Number: () _____
6. Fax Number: () _____
7. E-mail Address: _____
8. Web Site: _____
9. Project Name: _____

10. Organization's Annual Operating Budget: \$ _____

11. Anticipated Grant Start and End Dates: From: _____ To: _____

12. Organization's Superintendent/Headmaster/Executive Director/CEO/President
Name: _____
Title: _____ Date: _____

Signature: _____

⚡ Please note: Original signature must be in blue ink. Designee signatures will not be accepted.