

Grant Application Instructions

To apply for a Boston Scientific Foundation grant, please submit one unbound (1) copy of the following materials:

- Completed Grant Application Cover Form with Executive Director's signature.
- Written narrative of not more than five (5) pages, describing the applicant organization and the program or initiative for which you seek support. Outlined below are some suggested areas to address.
- Copy of the IRS letter documenting the organization's 501(c)(3) tax-exempt status.
- The organization's most recent annual financial report and audit statement.
- The organization's general operating budget which details revenue sources as well as expenses. Provided below is a guide to preparing a detailed operating budget. A detailed budget for the program/project for which you are requesting support.
- List of the organization's Board of Directors and President.

SUGGESTED AREAS TO ADDRESS IN WRITTEN NARRATIVE:

Organization's Profile

- Brief summary of your organization's mission and values, history, current goals, geographic area, target population or community served, and programs and services.
- What are the organization's most significant recent achievements?
- What are the most significant and innovative solutions that your organization has recently implemented to solve a complex problem? How have you measured the impact of this effort?

Proposal for Boston Scientific Foundation Support

- How do you propose to use the requested support from Boston Scientific Foundation? Include goals, objectives, program design, implementation plans, a timeline, and a detailed budget for the project.
- What is the rationale for the proposed initiative/approach? How does it build on results or lessons learned from the other similar efforts and /or relevant research?
- How does the proposed initiative relate to Boston Scientific Foundations strategic focus of health and education, as described in Boston Scientific Foundation Guidelines?
- How do you propose to evaluate the proposed initiative? What are the potential outcomes, and how will they be measured?
- How would Boston Scientific Foundation support make a meaningful long-term difference to the initiative?
- Do you have ideas for how Boston Scientific employees might get involved in the proposed effort as volunteers? Are there ways in which the human and technical resources of Boston Scientific can help you to achieve your goals and objectives? If so, please describe.

A Detailed Operating Budget Should Include: (not more than 2 pages)

- Time period budget covers
- Revenue: Provide a line item revenue for all relevant categories, e.g., Grants & Contracts; local government, state government, federal government, foundations, corporations, United Way (and other federated campaigns), individuals and events, publications and products, membership income, fees.
- Provide a line item expense budget. Typical categories might include: salaries, payroll taxes, fringe benefits, consultants and professional fees, insurance, travel/transportation, equipment, supplies, printing and copying, telephone and fax, postage and delivery, rent, utilities, maintenance, evaluation, staff development and training, child care, administrative overhead.
- In-Kind Support.

Funding Guidelines & Criteria

MISSION

The Boston Scientific Foundation's mission is to improve health and welfare and to open up educational opportunities for economically disadvantaged persons, with an emphasis on communities where Boston Scientific employees live and work in the United States.

STRATEGIC FOCUS

Boston Scientific Foundation will focus primarily on the following:

1. Improving the health of individuals and communities with the greatest unmet needs, with a primary focus on those who are economically disadvantaged or otherwise unable to provide for themselves. Of particular interest are:
 - Innovative, community-based approaches to health education and prevention
 - Efforts to improve quality of care and health outcomes

Boston Scientific Foundation gives priority to initiatives that target a clearly defined community or population, and that have strong potential to produce measurable long-term improvements in healthy behaviors, health outcomes, and quality of life.

2. Improving educational opportunity and skill development, for those who are economically disadvantaged or otherwise at risk of not achieving their full potential. Of particular interest are:
 - Innovative efforts to improve educational outcomes, skill development, and long-term economic self-sufficiency, through such programs as early childhood development centers, educational community centers, and after-school programs.
 - Creative curriculum projects sponsored by teaching institutions focusing on development of math, science, and technology skills.
 - Community-based skill development and career awareness programs, such as family literacy and youth development programs.

Notice of Non-discrimination: Boston Scientific does not discriminate on the basis of race, religion, color, national origin, citizenship, gender, sexual orientation, veteran's status, age, mental or physical disability, genetic information or any other class protected by federal, state, or local law requiring equal opportunity. In line with this policy, the Boston Scientific Foundation does not support organizations that discriminate in who they serve or who they hire, or that advocate, support, or practice activities inconsistent with Boston Scientific's non-discrimination policies.

Funding Guidelines & Criteria

GEOGRAPHIC FOCUS

Local Involvement - Boston Scientific Foundation is committed to supporting the communities where BSC employees live and work. Beyond financial support, these communities can benefit from the enthusiasm, motivation and creative spirit of our employees, and we encourage our employees to make a difference by getting involved in the local issues they care about.

List of Local Sites (Grantees are typically within a 30 mile radius):

Indiana: Spencer

Massachusetts: Greater Boston, Marlborough, Natick & Quincy

Minnesota: Maple Grove, Plymouth, & St. Paul

California: Fremont, Santa Clara, San Jose & Valencia

Florida: Miami

FUNDING CRITERIA AND PRIORITIES

Eligible applicants include 501(c)(3) non-profit organizations with IRS tax-exempt status, as well as public agencies and schools. In reviewing proposals that relate to the strategic focus areas of health and education, Boston Scientific employee teams will give priority to the following types of initiatives:

- Efforts targeting communities or populations with significant unmet need
- Support of innovative or experimental approaches directed in ways that support the Foundation's goals
- Refinement or improvement of existing approaches
- Cost-effective and results-oriented programs, where our contributions can make a long-term measurable difference in the quality of people's lives.
- Community-based approaches that work to empower those who are involved

The Foundation is most interested in opportunities to serve as a catalyst for positive change, support innovation, and leverage significant and long-term impact. It discourages requests for general support from public schools, school districts or other programs that rely primarily on government funding. In addition, it generally will not support scholarship programs or other efforts that will benefit a small number of individuals or have minimal impact.

Funding Guidelines & Criteria

The Foundation will only consider requests for support falling within the strategic areas described previously. It is specifically not intended to govern Boston Scientific's sponsorship of:

- Medical research
- Post-market research studies
- Fellowships
- Sponsorship of educational seminars, conferences, or symposia
- Fundraising efforts, capital campaigns or requests for general operating funds

In addition to the restrictions listed above, the Foundation will generally not support the types of groups and activities listed below (but may choose to consider related requests that appear to fit the Foundation guidelines):

- Religious organizations, clubs, fraternal groups, political campaigns, or lobbying groups, unless funds will be used to support programs that are open to the public and/or directly serve the public interest
- Individuals
- Capital and endowment fund drives
- Fundraising Events such as walks, runs, golf tournaments, dinners, etc.

GRANT APPLICATION PROCESS

Organizations whose efforts fall within the scope of Boston Scientific Foundation strategic focus areas are invited to apply for funding by submitting **one copy (1)** of their Boston Scientific Foundation Grant Application to:

Boston Scientific Foundation
One Boston Scientific Place
Mailstop B2
Natick, MA 01760
Phone: 508 650 8554 or foundation@bsci.com

Proposals are accepted on a rolling basis, and are reviewed periodically by local employee teams. The review process usually takes from 3 to 6 months. Funding decisions are based on available resources and the degree to which proposals meet Boston Scientific Foundation charitable giving criteria and priorities, as determined by its designated teams. Only one application will be accepted from an organization in a 12-month period for the same program.

Please note: Starting in early 2009, the Foundation will be limiting its requests to those submitted online via www.bostonscientific.com.

Grant Application Form

Date: ____/____/____ Name of Organization: _____

Contact Person: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____ Tel. No. _____

Email: _____ Website: _____

Federal Tax 501(c)(3) Number: _____

Name of program/initiative for which you are requesting support: _____

Total amount of funding requesting: \$ _____ Total budget for program/initiative \$ _____

Brief description of program/initiative: _____

Please indicate the number of individuals (to the best of your ability) that will be directly impacted by this program _____

Total organizational budget for current fiscal year: \$ _____ Fiscal year end: ____/____/____

List current major sources of funding: _____

If there are potential opportunities for volunteer involvement by interested Boston Scientific employees, please outline below.

Has your organization received any previous funding from Boston Scientific or its affiliates? If so, please indicate dates(s) and amount of contribution(s)

Amount \$ _____ Date ____/____/____

Amount \$ _____ Date ____/____/____

Amount \$ _____ Date ____/____/____

I certify that my organization does not discriminate in who we serve or who we hire on the basis of race, religion, color, national origin, citizenship, gender, sexual orientation, veteran's status, age, mental or physical disability, genetic information or any other class protected by federal, state, or local law requiring equal opportunity. I also certify that the organization does not advocate, support, or practice activities that discriminate with regard to any of the aforementioned protected classes.

Executive Director's Signature

Organization

Date

Applications are accepted throughout the year. Please submit your application via mail or email to:

Boston Scientific Foundation

One Boston Scientific Place - Mailstop B2, Natick, MA 01760

Tel: 508 650 8554 Fax: 508 650 8932 Email: foundation@bsci.com

Foundation Use Only: Proposal Number: _____