



**FORGING  
INDUSTRY  
EDUCATIONAL &  
RESEARCH  
FOUNDATION**

# **Grant Policies & Funding Guidelines**

Forging Industry Educational & Research Foundation  
25 W. Prospect Avenue, Suite 300  
Cleveland, OH 44115  
Phone: 216.781.5040 Fax: 216.781.0102  
Email: [info@forgings.org](mailto:info@forgings.org) website: <http://www.forgings.org>

## Requests for Funding

To apply for a grant from Forging Industry Educational & Research Foundation, send your grant proposal to:

Karen S. Lewis  
Executive Director  
Forging Industry Educational & Research Foundation  
25 W. Prospect Avenue, Suite 300  
Cleveland, OH 44115  
info@forgings.org

Your grant request must include the following information:

- ◆ A completed Project Submission and Grant Request Application outlining the mission of your organization/initiative, the area(s) of need the proposed project/program would address, the exact amount of funding requested, how the proposed project/program would support/enhance the organization/initiative, and how the proposed project/program's effectiveness would be tracked.
- ◆ A brief review of the organization/initiative's history, and a complete listing of all pertinent programs and services (if appropriate).
- ◆ A project/program budget including other sources of support, operating statements
- ◆ Any additional printed material that would further clarify the nature of the organization/initiative, the proposed project/program and the need for funding.

## Criteria for Funding Grant Requests

The FIERF Board of Trustees has approved the following criteria to be used when considering award grants:

1. How does the proposed project/program impact or compliment the Forging Industry Technology Roadmap?
2. What forging industry need will be addressed by this program or project?
3. How accurately does the proposed project/program reflect the goal and missions of FIERF?
4. How would the proposed project/program encourage individuals to seek careers in the forging industry?
5. How would the proposed project/program prepare individuals for careers in the forging industry?
6. How will the proposed program/project further awareness of the benefits of the forging process?
7. What information or results (if any) will be provided upon project completion to be shared with the industry at large?
8. Will funding from FIERF be used for ongoing or start up costs?
9. Are there other funding sources available and being committed to the proposed program?

To insure all requests are carefully considered, the Board of Trustees has appointed a subcommittee to review grant requests. The Grant Review Subcommittee also evaluates the effectiveness of the grant in accomplishing the stated goals and objectives through timely reporting from grant recipients.

## **Terms and Conditions**

### Awards

Finkl Challenge grant awards may not be used to purchase equipment.

Up to ten percent (10%) of the total direct cost may be allocated for administrative expenses in lieu of indirect costs.

Grants will normally be made to organizations and not to individuals. All printed materials produced as part of the proposal or project will acknowledge FIERF by including the statement "Funding in whole or in part by the Forging Industry Educational & Research Foundation".

### Progress Reports

A progress report of grant activities, implementation and results must be submitted to the Foundation along with the request for a progress payment. The report must document the grant activities and accomplishments related to the reimbursement request. The report must comply with any special requirements included in the award document.

If needed, an extension to the project may be requested by contacting the Executive Director.

### Final Report

The final report of grant activities, implementation and results must be submitted to the Foundation in order to be eligible for the final payment. The report is due by the date specified in the proposal or award or 3 months after the completion of the project. The report must document the results of the grant activities as related to the goals and objects included in the proposal. A copy of the materials developed as a results of the grant must be included in the final report.

### Payment

The Foundation normally operates on a reimbursement basis. Upon approval of the grant, the Foundation will encumber sufficient funds to cover the funding request. Reimbursement of the actual costs and disbursements as originally agreed upon in the grant award and budget schedule will be made to the grantee organization on a quarterly basis.

Requests for reimbursement must include:

- ◆ A progress or the final report
- ◆ An invoice with 1) actual expenses, 2) matching funds, 3) payment request, 4) grant balance.