

OTTO BREMER FOUNDATION Information for Applicants

FUNDING PROCESS/TIMELINE. The Foundation's review process begins once complete application materials are received. We acknowledge receipt of proposals within three business days and notify applicants immediately if a proposal is incomplete or falls outside our geographic or programmatic purview. Program officers review eligible proposals, request additional information if necessary, conduct site visits whenever possible, and make recommendations to the Trustees, who make final decisions at a bi-monthly meeting. To help in your planning, the following schedule notes the dates by which applicants can submit complete applications to ensure consideration at the next Foundation decision meeting. Applications that are not complete in time for consideration at the next upcoming Trustees' meeting will be considered at the following meeting if all materials are received.

Completed proposals must be received at the foundation by:	For consideration on:
Friday, October 23, 2009	January 28, 2010
Thursday, December 31, 2009	March 25, 2010
Friday, February 26, 2010	May 27, 2010
Friday, April 30, 2010	July 22, 2010
Friday, June 25, 2010	September 22, 2010
Friday, August 27, 2010	November 18, 2010
Friday, October 22, 2010	January 27, 2011

WHAT WE FUND. The Otto Bremer Foundation assists people in achieving full economic, civic, and social participation in and for the betterment of their communities. Our work to help build and maintain vibrant communities is based on the vision and legacy of our founder, Otto Bremer, whose commitment to the Bremer bank communities and to those working to make their lives better continues to guide the Foundation.

Grants and program-related investments respond to community needs by supporting programs, initiatives, and partnerships that address immediate concerns and/or long-term strategies. Grants support the following purposes: program or project development, general operations, organizational effectiveness, civic engagement, capital, challenge/matching grants, and program-related investments. Complete funding guidelines are available in our Annual Report or online at www.ottobremer.org.

Please note: As part of our ongoing response to the current economic challenges, the Otto Bremer Foundation is focusing Twin Cities funding on programs and initiatives to relieve poverty, including emergency assistance as well as longer-term poverty reduction. Otto Bremer Foundation funding in North Dakota, Wisconsin, and Minnesota communities outside the Twin Cities metro area will continue to respond to a broad range of proposals to meet community opportunities and needs, including needs related to poverty. For additional information, see www.ottobremer.org for Questions and Answers About Otto Bremer Foundation Twin Cities Funding. Any future changes in our Twin Cities or other funding will be announced on the website.

ELIGIBILITY. Grants and program-related investments are made to organizations whose beneficiaries are residents of Minnesota, North Dakota, or Wisconsin, with priority given to regions served by Bremer banks. (See our website for a list of Bremer communities.) Funding is restricted to private nonprofit or public tax-exempt organizations for purposes defined under section 501(c)(3) of the Internal Revenue Code.

CONTENT OF APPLICATIONS. Complete applications consist of three parts: Proposal Cover Sheet, Proposal Narrative, and Additional Required Materials. Cover sheet forms, guidelines for what to include in your narrative, and a Proposal Checklist identifying required additional information are available on our website.

ADDITIONAL INFORMATION AND FEEDBACK

- Further information about the Foundation's application process and application forms are available on our website, www.ottobremer.org.
- If you have additional questions about the proposal process and the information needed for a complete proposal, please contact us at **651-227-8036** or toll free at **888-291-1123**.
- We welcome your feedback about the clarity of our guidelines and application process. Please contact us at obf@ottobremer.org.