

# Frequently Asked Questions about the COF Barclay-Giel Seed Grants

## FUNDING

**1. *What types of activities do you fund?***

The Commissioned Officers Foundation (COF) considers applications that address a variety of public health needs. However, the Surgeon General's Priorities are of special interest. See the link for more information: <https://www.hhs.gov/surgeongeneral/priorities/index.html>. Grants can be used for an initial project or for expanding an existing one. Innovative and unique aspects are strongly encouraged. *Funds are not intended for clinical care or patient treatment.*

**2. *Who can apply?***

Most of the grants are given to tax-exempt organizations (nonprofits, state/county/city/US territory/Indian & Native American Tribal governments) whose primary mission is addressing one or more public health issues. Organizations with a fiscal sponsor who have 501c3 status and are willing to accept the grant funding are eligible. Historically, a small number of grants have been made to public charities, educational settings, and health care institutions.

**3. *How many grants do you fund?***

The typical grant cycle funds between 15-20 organizations.

**4. *What is the average grant size?***

The maximum grant amount is \$10,000 and the average award is \$7,000.

**5. *How is funding determined?***

Applications are initially reviewed by members of the Commissioned Officers Association (COA) and finalized by the Commissioned Officers Foundation Board of Trustees. The rating criteria can be found on the COF website.

## ELIGIBILITY

**6. *Are organizations able to request funding for more than one year for the same project/program?***

No, the grants are one-time only and must be completed within a one-year period. They are non-renewable.

**7. *Can an organization that has previously been funded apply for a grant for another project/program?***

Yes, if the project is distinctly different from a previous project.

**8. *Can an organization reapply if it did not previously receive funding for a project/program?***

Yes, an organization can reapply during the open period of another grant cycle. Proposals will not be accepted during any other timeframe.

**9. *What types of organizations are not eligible for funding?***

Organizations that do not qualify for seed grant funding include those without non-profit IRS status.

**10. *Do you fund individuals or families?***

No, COF does not make grants directly to individuals or families.

**11. Do you accept unsolicited grant applications?**

No, all applications must be submitted online during the open period of the grant cycle.

**12. What kinds of expenses are eligible for funding?**

Most expenses should be directly related to the project/program. This includes supplies, marketing, communications, and equipment. Administration, personnel, and working capital / overhead should not exceed 8% of the total project costs.

APPLICATION PROCESS

**13. How does an organization apply for a seed grant?**

All applications must be submitted online. No hard copies or emailed documents will be accepted. Attachments uploaded during the application process should be in a PDF format.

**14. Must the application be completed all at once?**

No, though COF does recommend that an organization save the application often and before logging out of the website. Copying and pasting the answers into a word document as back up is also recommended.

**15. How are applicants notified if they have/have not received funding?**

All organizations that are funded will receive a letter with an enclosed check. The names of the recipients will be posted on the COF website.

GRANT REQUIREMENTS

**16. What is the timeline for project/program completion?**

All initiatives must be completed within one year after receiving funding. A final report with supplemental material is due three months after the project/program is completed (15 months total). A report template will be sent prior to the deadline.

**17. What are the requirements if funded?**

The funding must be used for the purposes for which it is intended as outlined in the application. If the project/program significantly changes, potential modifications must be discussed with the COF Grant Manager.

**18. Are there requirements related to publicizing the grant?**

The grant should be announced on the organization's website and include a link to the COF home page. In addition, COF should be acknowledged as a source of funding on public presentations, media interviews, etc.

**19. Do you share successful proposals?**

No, COF considers proposals to be the property of the applicant. Information about funded projects can be found on the Foundation's website and in the Commissioned Officers Association newsletter, *Frontline*. The link is: <https://coausphs.org/COA/COA/Frontline/Frontline-Issues.aspx?hkey=424943b9-8be7-4625-afa8-9ae0b74bb9d7>

**20. What if our organization has questions not covered in this FAQ?**

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