

# Prospect Research Worksheet

Foundation name:

Brief summary of Foundation mission and alignment with our organization:

Deadlines:

Total assets in the past 3 years:

Year	Amount	Source (ie. Form 990, website)

Total \$ paid in grants the last 3 years:

Year	Amount	Source (ie. Form 990, website)

Example grantees:

Organization	Amount	Year	Type (ie. gen op, program, project, captial, etc.)

Key people at or connected to the Foundation (ie. executive leadership, staff, board)

Name	Role/Title	Email & Phone	Connection to our organization

Giving history with our organization

Amount	Year	Purpose (ie. gen op, specific program, ect.)

Notes: