Foundations and Public Charities Task Force
January 10, 2003 Meeting Minutes

Attendees: Diane Barrett, Bob Beattie, Charlene Blevens, Susan Braunhut, Kaushik De, Renee deGuerhery, Dan Dwyer, Gail Habicht, Bill Harris, Cheryl Howard, Keith Hurka-Owen, Richard Kennedy, Carole Liedtke, David Nevin, Paul Powell, Sandi Robins, Sara Rockwell, Holly Sommers, Jay Walton, and Martin Wybourne

Discussion and Summary of Activity Since May 2002 Meeting:
- COGR – Non-Profit Organization Profiles
- Alliance with: National Center for Charitable Statistics – Center on Nonprofits and Philanthropy –Urban Institute
- Efforts to obtain funding reports via The Foundation Center
- Discussed Starting Goals as determined by Co-Chairs and NCURA and FDP leadership:
  - Choosing Standardized Open Face technology – xml, etc.
  - Common grant application and review home page structure (same layout and order, but different questions)
  - Standardized collection of Demographical Data
  - Standardized format for Administrative Review and Approval of the Sponsored Institution for all application submissions.

Additions made by Task Force Members during the meeting:
- Standardization for Peer Reviewers as well on the backend
- Submissions via - electronic (preferred) or paper, don’t require both – one form or the other.

Suggested Actions for Future Implementation:
- Survey FDP and NCURA members to equitably determine top funding organizations to direct our efforts towards.
- Symposium/Round Table Planning Committee - Create a small work group comprised of Faculty, Administrators, Organizational/Sponsor Program Officers and Staff and Software/SystemVendor representatives to create a program for a symposium/roundtable.
  - The Symposium/Roundtable will invite a significant number Organizations to attend and dialog with member Research Institution Faculty, Administrators and IT Staff, and selected Vendors.
- Demonstrate (exhibit, present, attend) – at Foundation/Charity national professional association meetings.
- Establish a “Foundations” email - list serve
- Encourage meeting agenda planning to limit conflicts with other ERA related initiatives.