

## **Precision Institute Grant Policy**

The Precision Institute does not accept unsolicited grant applications except in the case of issued Requests for Proposals (RFPs). Prospective grantees will be provided access to the Institute's grant application process, upon acceptance of a Letter of Inquiry.

Upon an invitation from the Precision Institute, applicants may submit a Letter of Inquiry.

Letters of Inquiry allow applicants to present a snapshot of their proposed project/program. Well-prepared LOIs establish a connection between the applicant's program goals and the Institute's mission priorities. LOIs should be detailed, clear and concise, while conveying the impact the proposed project will make on the specific issue or population it addresses.

Letters of Inquiry should be three pages or less and include the following information:

- A statement of the organization's purpose, objectives and services
- A description of the project and its proposed impact
- A profile of the Principal Investigator
- Project and organizational budgets
- The desired grant amount and length of engagement
- The organization's 501(c)(3) approval letter
- A list of members of its board or directors
- A list of collaborating organizations

If the Institute determines that a proposed project is aligned with the Institute's mission, focus areas and funding priorities, the applicant organization will be forwarded proposal preparation guidelines and materials.

The Institute requires up to three months to conduct a complete review of a proposed project from the LOI to the grant stage. This timeframe includes our comprehensive due-diligence process of applicant correspondence, project analysis, and material review.

Precision Institute policy limits the reimbursement of administrative overhead costs, related to issued grants, at 15% of the awarded grant amount. The Institute cannot accept requested reimbursements exceeding that limit for any direct or indirect cost recovery determinations.