

ELIZABETH MORSE GENIUS CHARITABLE TRUST

James L. Alexander
Bank of America
Co-Trustees

History

In 1992, Richard M. Genius, Jr. established the Elizabeth Morse Genius Charitable Trust for the primary purpose of honoring his mother, Elizabeth Morse Genius, by making gifts in her memory to charitable organizations. The donor enjoyed an especially close and significant relationship with his mother, who was the daughter of Charles Hosmer Morse, a 19th century Chicago financier, industrialist, and land developer. Though Elizabeth Morse Genius died while her son was a young man, her spirit and memory guided him throughout life, laying the foundation for his personal commitment to high principle and integrity.

Mission Statement

- 1. The encouragement of the principles of individual self-reliance, self-sacrifice, thrift, industry, and humility.*
- 2. The relief of human suffering through scientific research and education regarding disease, assistance to youths with troubled childhoods and emotional disorders, the care of the elderly, and the succor of humankind during time of natural and human-made disasters.*
- 3. The fostering of individual self worth and dignity, with a broad emphasis on the classical fine arts.*
- 4. The development of physical health and spiritual well being through vigorous athletic activity.*
- 5. The promotion of world peace and understanding through the improvement of national and international means of travel by air, rail, and sea.*

Proposal Requirements
Effective March 1, 2006

The Trust requires that each proposal:

- ◆ Be submitted in duplicate;
- ◆ Be no more than five (5) pages in length with a font size no smaller than 12; and
- ◆ Discuss each of the following categories:
 - 1) A brief description of your organization;
 - 2) The problem you are seeking to address;
 - 3) How you will address this problem (including how many individuals will be served, how they will be identified, and how they will be enlisted for the program);
 - 4) How addressing this problem matches one or more of the missions of the trust (*a statement affirming that it does is not sufficient*);
 - 5) The qualifications of your organization and the specific personnel to address this problem;
 - 6) The grant amount requested
 - a) How that amount was determined (*this includes requests for general operating support*);
 - b) Where additional funds, if any, will come from, and contingencies if they are not provided as anticipated;
 - c) Where funds will come from to support the program in future years;
 - d) If seeking an increase from a prior year's grant, why increased funds are needed and how the additional funds will be used (*your answer must provide a justification for the increased request; "to enhance or expand our current programs" is not an acceptable answer*); and
 - 7) What are the goals of the program and how you will measure whether you've accomplished those goals; and
 - 8) The benefit to the community
 - a) Short term
 - b) Long term

The following must accompany each proposal, in duplicate:

- 1) A budget for the program for which you are seeking support reflecting sources of income, as well as expenses;
- 2) An agency budget (income and expenses) for the time period for which you seek funding;
- 3) A listing of your board of directors (including professional affiliation);
- 4) A listing of your ten largest grantors for the past year, including the dollar amount of each grant;
- 5) A copy of your IRS Determination Letter;
- 6) A complete copy of your most recent 990; and
- 7) Most recent audited financial statement.

Please Note: The Trust will not consider proposals that do not provide the required information or documents as set forth above.

Please do not submit the following:

- ◆ Annual reports
- ◆ Newsletters
- ◆ Videos
- ◆ CDs
- ◆ Calendars
- ◆ Newspaper Articles
- ◆ Magazines
- ◆ Books
- ◆ Photographs
- ◆ Binders and Folders
- ◆ Programs

The Trust does not purchase

- ◆ Raffle Tickets or
- ◆ Tables or seats at fundraising events.

Please do not put the Trust or the Trustees on any mailing or emailing lists to receive the above referenced items or requests to purchase tickets or tables at fundraising events.

The Trust generally does not fund

- ◆ Individuals;
- ◆ Organizations outside the metropolitan Chicagoland area;
- ◆ Capital Campaigns; or
- ◆ Endowment Campaigns.

Meetings between the Trust and grant seekers

- ◆ Occur after a proposal has been submitted; and
- ◆ At the request of the Trust.

The Trust requires a written grant report (in duplicate) from successful grant seekers:

- ◆ Summarizing the program for which the grant was received;
- ◆ Specifically addressing whether the goals as set forth in the proposal were met, and if not, why not;
- ◆ Consisting of not more than two pages in length; and
- ◆ Including a budget that tracks the original (labeled “original”) budget submitted with the proposal and the amounts actually received and expended (labeled “actual”) indicating how the grant from the Trust was applied;

Please note: Grant recipients are required to submit a report in compliance with the foregoing at least three months prior to submitting any future grant request.

Proposals received in...

January, February
March, April
May, June
July, August
September, October
November, December

Will be initially reviewed in...

April
June
August
October
December
February

Every attempt is made to adhere to the above referenced schedule; however, review of a particular proposal may take longer than estimated and may not result in a decision by the initial review month.

The Trust will notify each grant seeker:

- ◆ If additional information is needed; and
- ◆ The decision regarding the grant request.

Should you have any questions, please check the Trust's website for Frequently Asked Questions (FAQs) at www.emgeniustrust.org or contact Kristin Carlson Vogen at 312/828.1029.

Direct proposals and reports in duplicate to:

The Elizabeth Morse Genius Charitable Trust
c/o Kristin Carlson Vogen
Bank of America
IL1-231-03-40
231 South LaSalle Street
Chicago, IL 60697