

## The Genentech Foundation

1 DNA Way  
South San Francisco, CA 94080  
Telephone: (650) 467-0668

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### Applying for Funding from the Genentech Foundation

The Foundation welcomes applications at any time of year, however, the review committee meets once per quarter. This process allows the Foundation to evaluate grant requests together by focus area and determine those that will further the mission. We suggest you thoroughly review our Grant Guidelines prior to applying. The Foundation will, for emergent, time-sensitive needs, respond to special requests outside the timeline outlined.

1. Intent to Apply: Your organization will submit the *Intent to Apply* Proposal outlining key information about your organization, your grant request and the project.
2. Intent to Apply Proposal Evaluation: The Foundation staff will evaluate all Intent to Apply Proposals. Your organization may be contacted during this phase for more information. Following the review, you will receive a letter inviting you to submit a full proposal or a decline notification.
3. Final Proposal: If invited to submit a full proposal you will need to provide supplemental information to complete the proposal, this information will be included in the letter of invitation.
4. Evaluation of Final Proposal: Evaluations may include discussions with key organization contacts, collaborators, funding sources and an on-site visit to further understand the project and the organization.
5. Decision of the Board of Directors: The Genentech Foundation Board of Directors approves or declines all grant recommendations on a quarterly basis.
6. Notification: You will receive written notification regarding the funding decision of the Genentech Board of Directors.
7. Funding Approval: If approved a grant agreement will be mailed to the organization along with the notification of funding. Upon return of the signed grant agreement and satisfaction of any other specified conditions, the request will be funded.
8. Grant Agreement: If your proposal is funded you will be informed in writing of any reporting requirements and any other guidelines needed to fulfill your grant agreement.

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### **Genentech Foundation Guidelines**

#### **About the Genentech Foundation**

The Genentech Foundation is a U.S.-based, private charitable foundation. It was established in 2002 by Genentech, a leading biotechnology company that discovers, develops, manufactures, and commercializes biotherapeutics for significant unmet medical needs. The Foundation provides financial support to qualified non-profit U.S. charitable organizations.

#### **Our Mission**

The Genentech Foundation provides financial support to qualified non-profit U.S./charitable organizations. The Foundation awards grants in support of organizations that undertake charitable activities in the areas of health science education (elementary schools through the graduate level), community-wide civic initiatives, and support to national patient education and advocacy efforts.

#### **Grant Guidelines**

The Genentech Foundation will consider solicited and unsolicited grant requests from nonprofit organizations that are located in the United States. In addition, the Foundation will consider requests for funding from governmental organizations located in the United States where the purpose of the grant is to support a charitable, educational or scientific purpose. Thus, eligible grantees may include elementary and secondary schools, as well as public colleges and universities, public libraries, and public hospitals.

#### **Focus Areas**

1) Health Science Education: The Foundation funds schools, universities and nonprofit organizations that understand the importance of and share our commitment to furthering health science education to help develop the next generation of scientists. Our current health science education focus areas include:

- Pre- and post-doctoral research fellowships at U.S. universities
- Undergraduate research programs at U.S. universities
- National, regional and state-wide science education programs
- California-based high school biotechnology programs

2) Patient Education and Advocacy: The Foundation focuses on national and select local programs that are directed at enhancing patients' understanding of their disease, providing support through the diagnosis and treatment of the disease and improving their ability to obtain appropriate health care for serious illnesses. Our current patient focus areas include:

- Programs that provide support and education to cancer patients throughout the United States
- Nationwide programs that seek to educate and support patients and caregivers dealing with a diagnosis of an immunologic disorder
- Programs that help patients access treatment to healthcare

3) Community Support: The Foundation is committed to understanding the needs of the communities in which we operate and partnering with local organizations to further enhance, enrich and support those living in our communities. Our current community focus areas include:

- Oceanside, CA
- San Francisco, CA
- San Mateo County, CA
- South San Francisco, CA
- Vacaville, CA
- Hillsboro, OR

A majority of Genentech's giving is through corporate grants. We recommend that you review the "Charitable Contributions" content on our Corporate Giving site ([www.gene.com/gene/about/community/index.jsp](http://www.gene.com/gene/about/community/index.jsp)) to become familiar with the types of funding provided through Genentech's corporate grants programs.

Applicants will be required to submit an *Intent to Apply* proposal as the first step in the application process. If approved, you will be invited to submit a full proposal for further consideration by the grant review committee. The foundation will review proposals on a rolling deadline, and will meet quarterly to approve or decline submissions.

### **Range of Support**

The level of funding and the duration of grants are solely determined at the discretion of the Foundation board of directors.

## Eligibility and Limitations

The Genentech Foundation generally will not provide funding to:

- Individuals
- Individual elementary, junior high, or high schools (as opposed to school districts)
- Events, including fundraisers, dinners, galas, walks and runs
- Yearbooks
- Community groups outside of areas where Genentech Inc. operates (Oceanside, CA; South San Francisco, CA and Vacaville, CA)
- Public hospitals
- Professional sports events or athletes
- Organizations outside of the United States
- Corporate sponsorships
- Capital campaigns or building funds
- Religious organizations unless the gift is designated to a program that is non-denominational in nature and benefits a broad range of the community (e.g. patient support)
- Political organizations established under section 527 of the Internal Revenue Code; lobbying activities, contributions to political candidates, political parties or political action committees (PACs )
- Organizations not described in sections 501(c)(3) or 170(c)(2) of the Internal Revenue Code.
- Proposals that pose a conflict of interest with the commercial goals of Genentech or any officers within the Foundation board of directors. This includes activities that influence the sale, distribution or development of a Genentech product.

The Genentech Foundation is committed to the underlying beliefs and enforcement of its non-discrimination policy. As such, the Foundation does not support organizations, which in their constitution or practice, discriminate against a person or group on the basis of:

- Age
- Political Affiliation
- Race
- National origin
- Ethnicity
- Gender
- Disability
- Sexual orientation
- Religious beliefs

For more information, please contact the Genentech Foundation at [foundation@gene.com](mailto:foundation@gene.com).

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## **Application Checklist**

### **Foundation deadlines**

Will I be able to submit my Intent to Apply proposal for funding in advance of the 2008 deadlines?

- December 1, 2007 for Q1 2008 review
- March 14, 2008 for Q2 2008 review
- June 6, 2008 for Q3 2008 review
- September 5, 2007 for Q4 2008 review

### **Overall Eligibility**

Does my Intent to Apply proposal meet the following basic eligibility guidelines?

My organization is a tax-exempt 501c3 or 170c2 entity.

My Intent to Apply proposal does not fall into the ineligible categories below:

- Individuals
- Individual elementary, junior high, or high schools (as opposed to school districts)
- Events, including fundraisers, dinners, galas, walks and runs
- Yearbooks
- Community groups outside of areas where Genentech Inc. operates (Oceanside, CA; South San Francisco, CA and Vacaville, CA)
- Public hospitals
- Professional sports events or athletes
- Organizations outside of the United States
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- Proposals that pose a conflict of interest with the commercial goals of Genentech or any officers within the Foundation board of directors. This includes activities that influence the sale, distribution or development of a Genentech product.

My organization/Intent to Apply proposal abides by the Genentech Foundation's non-discrimination policy and as such, does not, in its constitution or practice, discriminate against a person or group on the basis of:

- Age
- Political Affiliation
- Race
- National origin
- Ethnicity
- Gender
- Disability
- Sexual orientation
- Religious beliefs

### **Intent to Apply Proposal Completeness**

Does my proposal contain all the following required components?

Organization Information

- Organization Name and Address
- Web address and email
- Organization Contact Person and Phone Number
- Confirmation that the organization is a not for profit entity. Provide the organization's Tax ID number and attach documentation.

Amount of Request, Budget and Funding Sources

- Amount of request and for what time period
- Organization's total operating budget
- Program/project total budget
- List all committed and non-committed funding sources for the program
- Describe any previous Genentech funding (date and amount)

Focus Area

1) I have reviewed the Foundation's focus areas (link to Focus Areas URL [http://www.genentechfoundation.com/about\\_focus.html](http://www.genentechfoundation.com/about_focus.html)) and have determined that my request for funding clearly fits in one of these areas.

2) I have identified from the list below which Genentech Foundation focus area my organization or program fits into:

- Community
- Health Science Education (please specify if focus is K – 12, higher education or both)
- Patients (please specify if focus is on patient education or patient advocacy)

Request Summary

I have provided a one-paragraph summary of my request

Request Outline

I have provided the following information about the request in outline form:

- Mission of the organization
- Purpose of the request
- Describe the target service population
- Main outcomes
- Activities
- Briefly describe the significant unmet need the program addresses
- Describe the program/project impact
- Summarize the unique strengths and leadership abilities of the organization