How to Search the Colorado Grants Guide

Reminder: The Colorado Grants Guide is only available at the Penrose Library, 20 N. Cascade Ave.

1. Open www.ppld.org
2. Click on Research

Provided By the Robert Hilbert Nonprofit Resource Center
Penrose Library, 20 N. Cascade Ave., Colorado Springs, CO 80903 (719) 389-8968
3. Click on Colorado Grants Guide

Databases

Colorado Grants Guide

Provides training, technical assistance and consultation to nonprofits and community-based organizations in Colorado and across the country.

⚠️ This database is only available at the Library 21c and Penrose Library.

Publisher: Community Resource Center

4. 5. Check the box to accept agreement and click on Log On

Colorado Grants Guide® Online

Welcome to the Colorado Grants Guide® Online, the most comprehensive database of funders that support Colorado-based community organizations. Your subscription gives you unlimited access to search our funders database, the ability to create a “Favorite” funders folder and free technical assistance articles and resource lists.

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5. 6. Select Advanced Search

How to Search the Grants Guide

There are many ways to search for programs.

Advanced Search: Proposal Funders, Grant Type, Average Grant Size, Funder Location.

Browse the Database: Like paging through a phone book, browsing lets you review funders in alphabetical order or by type of foundation.
Below is the search screen. When you are trying to locate new prospective funders you want to start with a broad search and then decide if you need to narrow your search results further. The best way to do that is to stick to three search items, Area of Interest, Geographic Focus, and Type of Grant. When you have more than one Area of Interest, be sure to change the “AND” to “OR”. You will likely end up with zero results if you don’t. Ignore the rest of the search options on the page for now.

Starting Search Suggestion:

**Area Interest**: this is the area of interest you serve or the type of program you offer.

**Geographic Focus**: Colorado Statewide and the County or Counties you are providing service in.

**Types of Grants**:

- **General Operating**: Funding to keep doors open, employees paid, lights on.
- **Project/Program Support**: This is the program or service you provide to your community. It is typically the type of grant funding received.
- **Challenge/Matching Grants**:
  - Challenge grant is you receive the grant and are challenged to raise the remaining project amount in a certain timeframe.
  - Matching grant is you have half of your project needs met by a donor and are looking for a matching grant in order to complete the project/program.
Here is an example search. In this search, we are looking for funding for a new mobile computer lab that the library can use for outreaches. We used Education: Libraries OR Technology/Telecommunications for Area of Interest, Colorado Statewide and El Paso County for Geographic Focus, and General Operating Support, Project/Program Support, and Challenge/Matching for Types of Grants. Notice the AND was changed to OR to keep the search results broad. To ensure a broad search just ignore the other options for now. Select Search to see your search results. NOTE: The AND was changed to OR to keep the search broad. If you receive zero results go back a page and change the AND to OR.

Your search results will look like this. NOTE: The database leaves the cursor where it was the page before. If you receive a blank screen look to the right side of the screen and move the cursor bar to the top of the page.
This is what a typical record result looks like. The Foundation Name and Contact Information will be at the top. To the right of the record is the Last Updated date. Always double check the application deadline to information on the foundation’s website. Match the Foundation’s Purpose to your mission and programming outcomes. The information on How to Apply will be closer to the end of the page.