

**Eckerd Family Foundation  
Capital Grants Question List**

1. Discuss fluctuations in demand for your programs and services. If there has been a significant decrease in the number of people served, please explain.
2. Indicate external evidence of program quality and distinctiveness.
3. Describe major affiliations, partnerships and collaborations you have experienced with other nonprofit organizations.
4. Describe your policy for maintaining the present physical plant. Is there any plan for addressing any serious deferred-maintenance issues?
5. Check the audited financial statement for the following:
  - a. an unqualified opinion letter;
  - b. net cash used by operating activities on the cash flow statement;
  - c. current liabilities exceeding current assets;
  - d. an endowment-utilization rate of over six percent;
  - e. excessive debt or debt service obligations; and
  - f. patterns of unusual interfund borrowing.
6. Discuss the basis for the cost estimates and whether there are alternative strategies.
7. How will the completed project impact the organization's overall budget? How will the project increase or decrease both the operating and maintenance budgets and how will those increases be met?
8. Check on the organization's previous track record for fundraising and any earlier capital campaigns.
9. Describe the timetable of the campaign and where you expect to be within six months.
10. Describe how success in the current campaign will broaden and deepen the giving constituency and strengthen the organization's capacity to seek gift support when this campaign is over and the project is completed. In this regard, describe the three most important after effects of the campaign and explain how they will enhance your ongoing fundraising activities.
11. Describe the campaign leadership and the significant commitments received to date.