

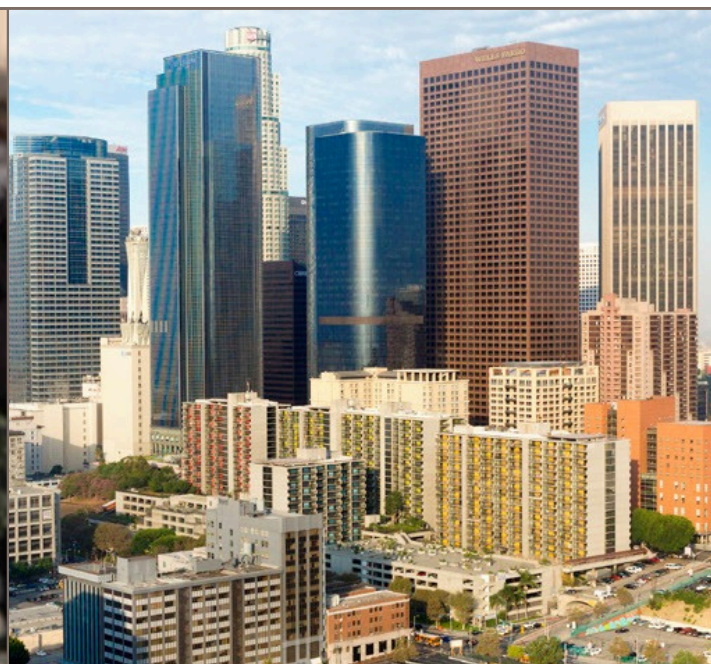
June 2025

THE JOHN RANDOLPH HAYNES AND DORA HAYNES FOUNDATION

*Governance & Democracy
Grantmaking Initiative*

**An Invitation for
Proposals and Partnership**

Application Guidelines, Instructions, and Process



The John Randolph Haynes and Dora

HAYNES
FOUNDATION

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Initiative Overview

Governance and Democracy in the Los Angeles Region

In 2023, the Haynes Foundation launched a new initiative to focus its major research grants on Governance and Democracy in the Los Angeles region. The Foundation now centers its research grants around enhancing the quality, form, and results of democratic political participation and the performance of government institutions.

This new initiative is firmly rooted in the Haynes Foundation's rich history, enduring mission, and near-century of work bridging high-quality academic research and public action to identify and advance solutions to complex challenges within our region.

This specific focus on governance and democracy emerged from conversations around our own board table and beyond, in gatherings and interviews with nearly forty diverse experts and leaders across multiple sectors and subject areas. What emerged from these future-focused conversations was a shared recognition that our public systems have not kept pace with our rapid, ever-changing environment.

The Foundation will support solution-focused research that provides data to shape innovative, evidence-based problem solving. Under this initiative, the Foundation will fund research to:

- Add significantly to knowledge and understanding of governance and democracy issues in the Los Angeles region (Los Angeles, Ventura, San Bernardino, Riverside, and Orange counties).
- Help influence policies and practices.
- Offer promise of improving the lives of our people and our communities.

Our research grants will be either:

1. **Planning:** one-year grants for up to \$100,000.
2. **Research-to-Action:** grants made for up to two years, with possible consideration for a renewable third-year. The grant maximum is \$250,000 per year. Depending on the research-to-action project's nature, a larger award may be considered.

How do planning and research-to-action grants differ? A planning grant is most appropriate when the project is still in a developmental stage. This could mean that time and funding are needed to flesh out the intention to forge community and/or policymaker

linkages; to firm up the team that will carry out the research project; present work still to be done on identifying comparable research, and to plan the project itself; to identify enough funding to bring the project to fruition; and other steps that make the project not quite ready to move forward.

By contrast, a research-to-grant is closer to being ready to go. There will still be plenty of planning and adjustments to be made, but the organizational linkages are largely in place. The research plan is closer to being ready, and there is a clear sense of how this work will be implemented and evaluated down the road.

In short, the planning grant is to help get the project ready to go. The research-to-action is closer to being ready to go.

The Foundation will accept grant applications for either planning or research-to-action grants. Those who complete planning grants may later apply for research-to-action grants.

For either planning or research-to-action grants, an initial Letter of Interest (LOI) is required. The Foundation will select from among the LOIs those that will be invited to submit full grant applications for the planning or research-to-action grants.

Proposals are expected to be timely, marked by scholarly excellence in design, execution, and evaluation, with meaningful engagement and indication of interest in the research topic by affected policymakers and stakeholders.

Priority will be given to a proposal that actively involves researchers and policymakers from governmental institutions together with affected community stakeholders that address implementation, action, and positive change, and:

- Is focused in the five-county Los Angeles region or a portion of the region to advance good governance and/or strengthen democracy.
- Presents a straightforward research question and a quality research methodology.

To what end?

We aim to support research projects that both identify data-supported solutions to a challenge within our region and drive implementation of these solutions to make a measurable impact on improving the well-being of people throughout the Los Angeles region. In every policy area, whether housing and homelessness, transportation, climate change, economic inequality, and many others, we need better governance and a deeper democracy to reach solutions.

- Features a research question or questions selected in collaboration with the stakeholders most affected by the problem.
- Includes outreach and/or collaboration with a researcher, stakeholder, and policymaker, including community-based organizations to improve the likelihood that the research will be implemented to solve the challenge identified.
- Presents a clear plan for utilizing the data developed to drive solutions to challenges within the Los Angeles region.
- Defines progress, success, and a timeline for addressing the challenge(s) identified.
- Explains how Haynes Foundation funds, which are limited, might be used to leverage the funding of others or to work in collaboration with others.
- Includes a plan and process for evaluating the impact of the research and implementation.
- Is written in clear, plain, and accessible language

The Haynes Foundation considers grant applications largely from public and private universities, and university centers whose work is aligned with our mission and priority areas.

Letter of Interest (LOI): The Gateway to the Grants Process

Preliminary Screening: Letter of Interest

The gateway for planning and research-to-action grants is a short Letter of Interest (LOI). The Foundation will select from among LOIs those that will be invited to submit full proposals for either program.

The LOI is a short expression of your planning or research-to-action project in letter form. This letter gives the Foundation a thumbnail sketch of either your proposed planning process or research-to-action project, the potential or actual partners involved, the research question and challenge you propose to address and solve, and a brief description of your project implementation plan (for research-to-action grants).

This letter will help the Foundation determine whether your project meets our essential Governance and Democracy Initiative grant criteria and priorities before asking you to take the time to submit a formal grant proposal.

Applicants submitting an LOI choose whether to be considered for a planning grant or a research-to-action grant. Planning grants may ultimately support the development of research-to-action grants. However, approval of a planning grant is not a guarantee of eventual acceptance of an application for a research-to-action grant.

All LOIs will proceed through a screening process to determine if the initial request, partners, and plan align with the Foundation's Governance and Democracy Initiative funding priorities. Those selected will be invited to submit a full grant proposal for further consideration. LOIs are considered in quarterly cycles.

NEW!!! LOI submission deadlines for the remainder of 2025 are as follows:

- Tuesday, July 15, 2025
- Monday, October 13, 2025

Use the access code **democracy**.

The Haynes Foundation only accepts LOI submissions online. To access the LOI submission form, please visit the Foundation's website at www.haynesfoundation.org, or visit the [John Randolph Haynes and Dora Haynes Foundation's Online Portal](#).

Be sure to use this document as a guide for developing your LOI on your university or organization letterhead. The maximum length of your LOI is two pages. Please use 12-point type.

At the opening of your letter, please indicate the grant for which you intend to apply.

- ☐ **Planning grant** (Up to \$100K per year for one year)
- ☐ **Research-to-action** (Maximum \$250K per year for one to two years)

Please address any inquiries to the foundation at info@haynesfoundation.org.

Planning Grant LOI & Full Proposal

Planning Grant Letter of Interest (LOI) Requirements

The planning grant LOI must be limited to two pages. In your letter, please address the following:

1. What problem, challenge, or question are you addressing?
2. How do you anticipate that this project advances good governance and/or strengthens democracy in the Los Angeles region as described in the Haynes initiative?
3. What is the general research design of your proposal? This can include a plan to further develop your research design through a planning process.
4. What is the research team, if any, that you are building for this project, and how far along is that process?
5. How do you anticipate reaching out to policymakers and the community for potential partnerships?
6. Briefly describe how the people most affected by this research will be involved in developing this project and how they will be involved throughout.
7. What challenges do you anticipate during the planning process and how do you plan to address them?
8. What are the qualifications of the principal investigator for this project?

Planning Grant Full Proposal Requirements

If your LOI for a planning grant has been approved, you will be invited to submit your full proposal through the [John Randolph Haynes and Dora Haynes Foundation's Online Portal](#). All applications under this initiative will be reviewed on a rolling basis. Funding decisions will be made on a quarterly calendar. The planning grant full proposal must be limited to five pages.

The full proposal is in part an extension of your LOI. The full proposal extends the LOI while addressing the following:

1. How will you use this planning time and grant to develop a research-to-action project focused on advancing good governance and/or strengthening democracy in the region?

2. Describe how you will develop and select a research question in collaboration with the stakeholders most affected by the problem.
3. Please tell us where you are in refining a straightforward research question and methodology best suited for the topic and goals of this research.
4. Have you identified and assembled a team of partners—a researcher, stakeholder, and policy/changemaker—to improve the likelihood that the data you produce will be implemented to solve the challenge identified? If not, how will you pursue that? Active engagement with stakeholders is critical.
5. Will you pursue additional funding sources for this work?
6. Can the foundation be of help to you during this planning process?

As part of the full proposal (but not in the LOI), please include the following supporting materials:

1. One-page budget for the one-year planning process.
2. Project timeline for the one-year planning process.
3. List of names and qualifications of key project staff and partners involved or identified to date. **Limit one paragraph about each partner.**

Please do not add materials that are not listed in the application link.

Research-to-Action Grant LOI & Full Proposal

Research-to-Action Letter of Interest (LOI) Requirements

The research-to-action LOI must be limited to two pages in 12-point type and should address the following:

1. Concisely describe the problem or challenge your proposal will address.
2. Briefly set out the research approach, the question you are addressing and the methodology you will be using.
3. Explain how this proposal falls under the Governance and Democracy initiative of the Haynes Foundation.
4. Who will be conducting the research and leading the project, and what are their qualifications for this work?
5. To what extent have you developed potential partnerships in the community and/or with policy makers?
6. What do you expect to be the impact of your project on the communities of Los Angeles?

If your LOI is approved for further consideration, you will be contacted directly by a member of our foundation staff followed by an invitation to submit a full grant proposal.

Research-to-Action Grant Full Proposal Requirements

If your LOI for a research-to-action grant has been approved, you will be invited to submit your full proposal through the [John Randolph Haynes and Dora Haynes Foundation's Online Portal](#). All applications under this initiative may be submitted at any time and will be reviewed on a rolling basis on a quarterly calendar. The full proposal is in part an elaboration of your LOI, but with more detail and depth.

Each proposal must be limited to ten pages in 12-point type and should address the following:

1. How will this research-to-action project advance good governance and or strengthen democracy in the Los Angeles region as described in the Haynes Foundation initiative?

2. How will the results of this research contribute to positive change in the LA region?
3. Present your straightforward research question and methodology. Explain how this methodology is best suited for the topic and goals of this research.
4. Describe how this research question was developed and selected in collaboration with the stakeholders most affected by the problem.
5. How did you identify and assemble your partners—a researcher, stakeholder, and policy/changemaker—to improve the likelihood the data you produce will be implemented to solve the challenge identified?
6. Present a clear plan and timeline for utilizing the data developed to implement solutions.
7. How will you define and measure progress, success, and impact to address the challenge identified?
8. Explain how Haynes Foundation funds, which are relatively limited, might be used to leverage the funding of others or to work in collaboration with others.

Additionally (but not in the LOI), please include the following supporting materials:

1. One-page budget for the one-year planning process.
2. Project timeline for the one-year planning process.
3. List of names and qualifications of key project staff and partners involved or identified to date. **Limit one paragraph about each partner.**

Please do not add materials that are not listed in the application link.

Reporting Requirements

Grant Reporting Requirements

The Foundation appreciates your diligent efforts and commitment to your project. We look forward to learning about your accomplishments, challenges faced, and lessons learned. Your work is important to us and to the community-wide effort to advance good governance and strengthen democracy in the Los Angeles region. We intend to share the results and insights you provide with community partners and to encourage further conversation and implementation based on them.

Upon completing your grant project, the Foundation requires that you provide us with a concise report (maximum three pages). This report should succinctly summarize the work and desired outcomes you and the members of your team have undertaken and emphasize how closely the completed work aligns with the original proposal you submitted. Your insights into the project's progress, challenges faced along the way, and tangible outcomes are invaluable to us. This will help advance the community learning process that the foundation considers critical to making a positive impact.

Furthermore, as an integral part of our ongoing partnership, we are eager to stay informed about any implementation, progress, problem-solving, or professional or public recognition that your work, supported by the Haynes Foundation, receives. Your achievements and the results of your work reflect not only your team's dedication but also the collective impact of our collaboration. For multi-year grants, the Foundation requires a brief progress report at the end of each year. Final reports are due 60 days (about 2 months) after grant completion. You can reference your grantee account on the Foundation's online portal and/or your grant letter for exact due dates.

By adhering to these reporting guidelines, you enable us to better understand the outcomes of our shared endeavors, learn from your experience to improve our grantmaking, disseminate and celebrate your accomplishments.

If you have questions about the reporting process or need assistance, please contact our staff. We are here to support you in any way we can.

All grant reporting requirements are to be submitted via your grantee account on the [John Randolph Haynes and Dora Haynes Foundation's Online Portal](#).

Contact Information

To apply, visit our website at

www.haynesfoundation.org

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