Foundation Directory Online: How to Use Power Search

Search 9 databases at once: Grantmakers; Grants; Companies; 990s (tax forms); News, Jobs, and RFPs from Philanthropy News Digest; IssueLab Reports; and Nonprofit Literature.

Power Search is an expanded, open search (like Google) whose results are sorted by relevance, so exact phrases will appear higher up in the results list. To search for only exact phrase matches, place the search term in quotation marks (“ ”). Boolean operators are available to use in Power Search, but must be typed in ALL CAPS.

Enter your keywords in the Power Search box, and then click the “Search” button.

This search returned 432,786 results. The full list is displayed in the center of the screen, sorted by relevance. The search keywords are listed on the left-hand Guided Search menu, and you can drill down into each database’s results using the “Narrow Your Results” links.

For the Grantmakers database, there are 18,167 results. Let’s view the Grantmaker results by clicking on the “See all Grantmakers” link.

In parentheses next to each database name, you can see how many results there are for each individual database.
Note that as we click new search criteria, they are automatically added to the Guided Search menu.

Let's re-sort the results by **Total Giving** by clicking on that column header.

To learn more about a particular Grantmaker, click its name to open the Grantmaker profile.

Profiles contain a wealth of information about the funder, including contact info, financial data, the foundation's purpose, its area(s) of interest, application information, and much more. Note that Profiles can be e-mailed, printed, and/or saved.
Company Record Display Screen

The Company Record Display Screen displays the record of the selected company as a series of "tabs." Each record includes a Company Profile Tab, a Grantmaker(s) Tab, and up to two additional tabs depending on the company selected. Click on a tab to access that part of the record. Descriptions of the content of each tab are provided below:

Company Profile Tab

The content of the Company Profile Tab varies based on the nature of the company and the availability of information. The Company Profile Tab contains an "At A Glance" section displaying basic information about the company and individual sections for other information. Use the Jump To links on the left side of the screen at the top of the Company Profile and the Top of Page links at the top of each individual section to navigate within the Company Profile.

In addition to the "At A Glance" section, the Company Profile might contain any of the following individual sections of information:

**Business Activities:** A general description indicating the principal products and services provided or the types of business conducted by the company.

**Financial Data:** Includes the fiscal year of the accounting period for which financial data is supplied and any of the following: Number of Employees, Assets, Sales Volume, Pre-Tax Net Income, Expenses, and Liabilities. Also included here is the ranking of the company's revenues, profits, and assets among the 1,000 largest U.S. companies as published by *Fortune Magazine* and the ranking of the company's sales, profits, and assets among the 2,000 largest global companies as published by *Forbes Magazine* as of the years of the most recent compilations.

**Corporate Social Responsibility:** Criteria measuring corporate performance in various areas, including environmental sustainability, commitment to diversity, and ethics. All scores and rankings are reported by third-party institutions, not by the Foundation Center.

**Corporate Officers:** The names and titles of principal officers of the company. An asterisk following an individual's name indicates an officer who is also a director.

**Board of Directors:** The names of directors of the company, including an indication of the board chairperson.

**Subsidiaries and/or Divisions:** The names, cities, and states of the company's domestic top-tier subsidiaries and divisions. Subsidiaries are separately incorporated wholly- or majority-owned companies. Divisions are formally named unincorporated business units.

**Plants and/or Offices:** The cities and states of the company's domestic plants and offices. Plants and offices are unnamed company facilities.
Joint Ventures: The names, cities, and states of the company's joint ventures. Joint ventures are separately incorporated companies that are 50 percent owned by the company.

International Operations: The countries in which the company operates top-tier subsidiaries and/or joint ventures.

Historic Mergers: The names of companies that have merged into the company and the date on which the merger was completed. Mergers are not the same as acquisitions. Mergers occur when one company merges with and absorbs another. Acquisitions occur when one company purchases another and retains it as a wholly- or majority-owned subsidiary.

Additional Location Information: The county, metropolitan area, if applicable, and congressional district in which the company's headquarters is located.

People Tab

The People Tab provides access to expanded information on people associated with a particular company: the names, titles, and affiliations of corporate officers; and the names and affiliations of directors, including an indication of the board chairperson. An asterisk following an individual's name indicates an officer who is also a director.

10-K Tab

Clicking on the 10-K Tab launches the U.S. Securities and Exchange Commission's (SEC) web site in a new browser window providing links to the latest available SEC Form 10-K filings by a particular company. A Form 10-K is a detailed annual report about a company's business. All publicly traded companies are required by the SEC to file a Form 10-K each year.

Grantmaker(s) Tab

The Grantmaker(s) Tab provides access to the record(s) of the corporate grantmaker(s) through which a particular company gives. If a company gives through one grantmaker, clicking on the Grantmaker Tab launches the Grantmaker Record Display Screen of the corporate grantmaker associated with the company. If a company gives through multiple grantmakers, clicking on the Grantmakers Tab provides a list of grantmakers associated with the company; to view a grantmaker record, click on a grantmaker name to open the Grantmaker Record Display Screen.

One feature of Guided Search is that you can always remove search criteria to broaden your results by un-checking the box in front of the search term. When we remove the Database: Grantmakers search term, we will then be back to the full list of Power Search results.
Next, let’s look at the **Database: Grants** results, which have been re-sorted by “Year Authorized” to see the newest grants first.

Let’s select the grant in the amount of $50,000 from **The Robin Hood Foundation** to **Public Health Solutions** to view the grant record.

Click on the Grantmaker tab to open a new window containing the complete grantmaker record for **The Robin Hood Foundation**.

The grant record contains information about the grant recipient, the grantmaker, and the grant itself, including a description and subject terms. Note also that our search term “health care,” is highlighted in red.
Using Narrow Your Results from the original Power Search Results page, choose Database: RFPs (Requests for Proposals) to view the 26 results. These RFPs are from the Philanthropy News Digest, and can be sorted by Deadline. Click on a link; a new window opens with further information, including a link to the complete RFP.

Using Narrow Your Results from the original Power Search Results page, choose Database: Jobs to view the 87 results. These Job listings are from the Philanthropy News Digest, and can be sorted by Date the posting was published. Click on a link; a new window opens with further job opening information, including a link to Application Instructions.