



Friends of Dana-Farber Cancer Institute  
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[dana-farber.org/friends](http://dana-farber.org/friends)

## Friends Funding

Each year in June, the Friends receive more than 100 proposals from researchers, clinicians, and departments within Dana-Farber. Each applicant may request up to \$50,000 for a project that will be carried out within Dana-Farber. The Friends Board of Directors meet with scientific and patient services advisors in July, who make recommendations for funding to the Board. In September, the Board meets to make final distribution decisions for unrestricted funding; restricted funding is distributed per donor preference, by the Special Funds Chairperson. Funding decisions are announced at the Friends Annual Meeting in October (public welcome).

## Special Funds

A donor (individual, foundation, corporation) who wishes to earmark a contribution may establish a special fund by contributing \$1,000 or more to the Friends during the course of a fiscal year. Likewise, a group of donors (from an event or other association) who wish to establish a fund to support a particular faculty member's research or department within Dana-Farber must collectively make contributions of at least \$1,000 during the course of a fiscal year.

These monies are designated as restricted, held in a Friends bank account, and distributed to Dana-Farber through the Friends' annual allocation process at the end of each fiscal year.

- A. Donors have the option of earmarking their funds or having existing monies included in the Friends' unrestricted allocation disbursements.
- B. A Special Funds Chairperson will be appointed each year to oversee restricted funds. This chairperson will personally contact each donor (or lead donors of a group) by July of each year to provide, in writing, the amount in each fund, and request information on donor intent. Donors will be contacted a minimum of once in writing and once via telephone call or message.
- C. Donors may ask to receive brief anonymized summaries of research proposals received in specific interest areas in order to make informed decisions about funding distributions.
- D. Each donor must respond (in writing or via electronic or telephone communication) to the Special Funds Chairperson by September 1<sup>st</sup> to indicate his/her preference for earmarking their funds or having them included in the Friends' allocation disbursements. At the discretion of the Special Funds Chairperson, donors will also have the option to carry forward a restricted funds balance (provided balance is over \$1,000).
- E. If a donor does not respond to the Special Funds Chairperson by September 1<sup>st</sup>, all funds will be included in Friends' allocation disbursements without restriction.



**Dana-Farber** Cancer Institute