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Donald MEADE (DEC.DLMEAD) / SS
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S PATTERSON (HP.SSPATT) / SS
Robert REASS (CCMAIL.RMREAS) / SS
Julie ROMASHKO (DEC.JMROMA) / SS
S ROWLAND (DEC.SKROWL) / SS
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R SACKETT (HP.RFSACK) / SS
Maurice SCOTT (DEC.MASCOT1) / SS
M SEWELL (HP.MESEWE) / SS
James SWINK (DEC.JCSWIN) / SS
T VENNEMANN (HP.TRVENN) / SS
Robert VERNAY (DEC.RNVERN) / SS

Part 3.

----- Forwarded with Changes -----

From: JOHN L MASON
Date: 9/15/94 7:38PM
To: SHARON R DINKELKAMP
To: MARILYN A HARTNETT
cc: JANETTE M CRANE
cc: DIANA D WILLIAMS
Subject: Re[2]: DRAFT NEWSLETTER - COMMENTS?

What follows will be part of a newsletter which will be sent to you next week. However, because we are within a month of due date for budgets, I wanted to send this part to you ahead of that and also to set it apart from the other document and risk the possibility of it being overlooked.

If you have questions, please call me at 314/694-4391.

1995 BUDGET

Many locations are in the process of planning for 1995 budgets, including those for Monsanto Fund. As you know, during 1994 the Fund staff has continued to visit plant communities, looking at past funding as it compares with today's more focused and strategic grantmaking. Here are some important guidelines to be considered as you begin formulating your 1995 Fund budget, which is due October 15.

1. All organizations receiving Monsanto Fund checks must be a non-profit entity with an IRS status under Sec. 501(c)(3) of the IRS Code.

2. However, the fact that an organization is a non-profit isn't enough. We continue to search for community results from grants that support Monsanto's objectives. We want to support your RIGHT TO OPERATE in your community. When considering grants to community organizations think about the results you want to see and where the project fits, long term, with your overall community relations plan.

3. Take a look at how this grant compares to other funding the organization is receiving and ask the question: Does this grant really make a difference, or can this contribution be more

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meaningful in another organization. Monsanto's grants should be key to what an organization needs to make things happen. If we only get an "honorable mention" on a donor's list, that might not warrent the price we pay to get it.

4. Look at the makeup of boards, the staff and those receiving the services of the organizations you are funding. How do they reflect the things Monsanto stands for, such as diversity and equal opportunity?

5. Is there a theme which runs throughout your grantmaking? For example, if you are focusing on youth, do the educational and arts grants also focus on youth?

6. If you are making grants of more than \$10,000 or they are to be pledged for more than one year, please highlight this fact. Individual grant requests above \$10,000 will need to be recommended and approved by the Fund board, even if you have received overall approval for total budget. This will require thinking ahead since board meetings are generally held quarterly.

7. Monsanto Fund budgets are due October 15; you should assume a flat budget, as was the case for 1994. During the period after your budget submission, Fund staff will be calling you to discuss your priorities and changes from the current budget. It is during this period that the value of the location visits comes to bear. Although the budget will not be presented to the Board for review until December, staff needs that time to review all location budgets before they are put into the whole package.

8. We welcome publicity about programs or projects you are funding and would like to share these in the newsletter from time-to-time.

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Message.

Dated: 09/16/94 at 1519.

Subject: Re[2]: DRAFT NEWSLETTER - COMMENTS?

Sender: POSTMASTER (CCMAIL.MAHART) / SS

Contents: 3.

TO: D D MITCHEM / 174001/01

Part 1.

TO: S K ANTHONY / 167001/01
J E BISHOP / 190001/01
R C COOLEY / 172001/01
S A GARDNER / 106001/01
S J HENDERSON / 176001/01
J P KAMINSKI / 174001/01
H N LYLES / 122001/01
J S MAYAUSKY / 106001/01
D D MITCHEM / 174001/01
S S PATTERSON / 167001/01
R F SACKETT / 174001/01
M E SEWELL / 190001/01
T R VENNEMANN / 176001/01

Part 2.

TO: S ANTHONY (HP.SKANTH) / SS
Howard BELL (CCMAIL.HVBELL) / SS
J BISHOP (HP.JEBISH) / SS
Sandy BRIGHT (DEC.SJBRIG) / SS
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Dennis CAVNER (CCMAIL.DLCAVN) / SS
Peter CLARKE (DEC.PPCLAR) / SS
R COOLEY (HP.RCCOOL) / SS
Tony CORLEY (CCMAIL.TLCORL) / SS
Mike COWLES (CCMAIL.MRCOWL) / SS
Janette CRANE (CCMAIL.JMCRAN) / SS
William DEFER (DEC.WLDEFE) / SS
General DELIVERY / SS
S GARDNER (HP.SAGARD) / SS
Jim GERDES (CCMAIL.JRGERD) / SS
Anna GORNALL (DEC.AMGORN) / SS
Michael GRAY (DEC.MBGRAY) / SS
Roger GRIGG (CCMAIL.RGGRIG) / SS
Louise HARRIS (DEC.LMHARR) / SS
Leon HEBERT (DEC.LFHEBE) / SS
Louise HELMS (DEC.LTHELM) / SS
S HENDERSON (HP.SJHEND) / SS
Susan JONES (DEC.SCCLAR) / SS
J KAMINSKI (HP.JPKAMI) / SS
Kenneth KENNEDY (CCMAIL.KHKENN) / SS
James KEY (DEC.JRKEY) / SS
Michael KULIG (DEC.MAKULI) / SS
Jim LABANOSKY (CCMAIL.JALABA) / SS
Barbar LEATHERS (CCMAIL.BLLEAT) / SS
H LYLES (HP.HNLYLE) / SS
Madolyn MADDOX (CCMAIL.MPMADD) / SS

DSW 135632

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