

hGrant Specifications

This document is intended to provide the IT staff of the grantmaking organization with an overview of the hGrant Program and the technical specifications to initiate an hGrant feed. For more information on hGrant and the Foundation Center's other electronic grant reporting options, please email hgrant@foundationcenter.org.

What is hGrant?

hGrant is the technical specification for publishing grants information to the Web using a series of nested HTML elements with a class attribute to identify each element as an hGrant property. hGrant was developed as part of the Grantsfire project, which was acquired by the Foundation Center in 2010, to help foundations:

- Publish their grants information to the Web so it is easier for nonprofits to find grant information
- Access timely information about what projects and areas of focus are being funded in the nonprofit sector, and
- Create an online vehicle that will enable them to be more transparent about their grant making

Publishing using hGrant allows third-party software to read grants information and aggregate it on a central database. Grant feeds published by any foundation using the Foundation Center's hGrant Reporting program are available to the public, for free, at glasspockets.org, the Center's online portal that champions transparency in the philanthropic sector.

hGrant Specs

Please refer to the Foundation Center's web site regarding all minimum requirements, such as user profile information and frequency of submissions, to confirm if you qualify to participate in the hGrant Reporting process before reformatting your feed.

For a full set of field descriptions and formatting requirements for each field, please refer to the table at the end of this document.

Root Class Name

The root class name is "hgrant." An element with a class name of "hgrant" is itself called an *hGrant*.

Properties and Sub-properties

The properties list of an hGrant is represented by elements inside the hGrant. Elements with class names matching the listed properties represent the values of those properties. Some properties have sub-properties and those are represented by elements inside the elements for properties.

A typical grants page might look like this:

Foo Foundation Grants

Revitalizing Anytown, USA

This is a seed grant to revitalize the downtown area of Anytown, USA.

Recipient: Revitalizers-Are-Us

1234 Fifth Street Anytown, Anystate 00000 USA

Amount: \$1,000,000 **Grant Period:** March 1, 2011 - February 29, 2012

For Fiscal Year Ending: 06/30/11

Grant ID: FF123RA

Grant record would continue with any additional fields provided.

The HTML to create this page might look like this:

```
<h1>Foo Foundation Grants</h1>
<h2 class="granttitle">Revitalizing Anytown, USA</h2>
<p class="grantdescription">This is a seed grant to revitalize the downtown area of Anytown, USA.</p>
<p><b>Recipient:</b> <a href="http://revitalizers-are-us.org/">Revitalizers-Are-Us</a></p>
<p class="address">1234 Fifth Street<br />
Anytown, Anystate 00000 USA</p>
<p><b>Amount:</b> $1,000,000<br />
<b>Grant Period:</b> March 1, 2011 - February 29, 2012</p>
<b>For Fiscal Year Ending:</b> 06/30/11 <br/>
<b>Grant ID:</b>FF123RA <br/>
```

Note the class statements in some of the tags. These are standard cascading style sheet (CSS) statements used on many web sites to control the appearance of the information -- font, color, size, etc.

Now suppose you wanted to convert this grant into an hGrant. For the most part, the HTML tags you use don't matter. The difference is that if you are already using CSS to modify the look-and-feel of your web site, you will have to change your CSS class names to conform to the following list of hGrant properties and sub-properties (with required properties in **boldface**).

hGrant Specifications and Field Descriptions

CLASS NAME	CLASS TYPE	DESCRIPTION	FORMATTING NOTES
Required Elements in Bold			Code and Presentation Notes as Relevant
hgrant	Div Tag to denote block-level element	Each grant entry in your feed must begin with a <div class="hgrant"> entry; not one entry for each feed.	<div class="hgrant">
grantor vcard	Div Tag to denote block-level element	You must have a completed Grantor Profile on record with the Foundation Center if you do not supply complete grantor vcard so we can populate your organization's name and url in to the feed. Each grant entry must have your grantor vcard embedded.	<div class="grantor vcard">
fn org	Class Title	Full legal name of grantor as registered with IRS or international equivalent.	Foundation Center

adr	Class Title or Div Tag	No data should be related to this element. It should only serve as a title field or indication of block-level for address elements.	<p class="adr">Address: or <div class="adr">
street-address	Subclass of adr element in grantor vcard	Primary address information for grantor.	79 Fifth Avenue
extended-address	Subclass of adr element in grantor vcard	Secondary address information, such as floor, department name, building name, etc.	Main Hall
post-office-box	Subclass of adr element in grantor vcard		P.O. Box 123
locality	Subclass of adr element in grantor vcard	Refers to the city for domestic and equivalent for international addresses.	New York
region	Subclass of adr element in grantor vcard	Refers to the state for domestic and equivalent for international addresses. Two letter abbreviation for U.S. grantor state or full text for comparable administrative division (state, province, territory, etc.) of international grantor to assist in accurate mapping.	NY
postal-code	Subclass of adr element in grantor vcard	Refers to the zip code for domestic and equivalent for international addresses.	10003
country-name	Subclass of adr element in grantor vcard	Country name is required for international grantmakers.	United States
tel	Class Title	Do not include parentheses in phone numbers. Domestic numbers should be formatted: 123 4567890. International numbers should be formatted with prefix 011 or +11, a space, and then all remaining digits.	212 6204230
email	Class Title	General contact email for grantor.	info@foundationcenter.org
url	Class Title	Grantor's URL - this must be a hyperlink.	 FoundationCenter.org
grantor_EIN	Class Title	Grantor's EIN or foreign equivalent.	123456789
grantee vcard	Div Tag to denote block-level element	No data should be related to this element.	<div class="grantee vcard">
org fn	Class Title	Full legal name of grantee as registered with IRS or international equivalent.	Local ABC Organization
adr	Class Title or Div Tag	No data should be related to this element. It should only serve as a title field or indication of block-level for address elements.	<p class="adr">Address: or <div class="adr">

street-address	Subclass of adr element in grantee vcard	Primary address information for grantee.	123 Main Street
extended-address	Subclass of adr element in grantee vcard	Secondary address information, such as floor, department name, building name, etc.	Funding Office
post-office-box	Subclass of adr element in grantee vcard		P.O. Box 123
locality	Subclass of adr element in grantee vcard	Refers to the city for domestic and equivalent for international addresses.	Best Town
region	Subclass of adr element in grantee vcard	Refers to the state for domestic and equivalent for international addresses.	NY
postal-code	Subclass of adr element in grantee vcard	Refers to the zip code for domestic and equivalent for international addresses.	10123
country-name	Subclass of adr element in grantee vcard	Country name is required for international recipients. It is optional for U.S. organizations.	United States
tel	Class Title	Do not include parentheses in phone numbers. Domestic numbers should be formatted: 123 4567890. International numbers should be formatted with prefix 011 or +11, a space, and then all remaining digits.	212 5551234
email	Class Title	General contact email for grantee.	info@localabcorganization.org
url	Class Title	Grantee's URL - this must be a hyperlink.	 LocalABC.org
grant_id	Class Title	Unique ID supplied by grantor used to identify grant. This may be alpha, numeric, or alphanumeric data.	20121234
title	Class Title	Refers to short descriptive title for grant.	 2012 Award to Local ABC for Special Data Projects
description	Class Title	Summarizes the specific purpose or objective of the grant.	 Designated for Special Data Projects
amount	Class Title or Div Tag	No data should be related to this element. It should only serve as a title field or indication of block-level for amount elements.	<p class="amount">Amount:</p> or <p class="amount">
currency	Subclass of amount element	For foreign grants Paid or Authorized in local currency outside of the U.S., please indicate currency type and use appropriate currency symbol.	For example, a grant authorized in British Pounds would have the following: <abbr class="currency" title="GBP">£</abbr>

amount	Subclass of amount element	Please provide the full value Paid or Authorized for the grant. Subclass entry should have no punctuation in coding.	<abbr class="amount" title="30000">30,000</abbr> This entry, combined with information in field above, will be viewable as £30,000 in the RSS feed.
period	Class Title	No data should be related to this element. It should only serve as a title field for grant period start and end date elements.	<p class="period">Period:</p>
dtstart	Class Title	Start date for grant. Please format as mm/dd/yy or Month, Day, Year. Title must be formatted as yyyyymmdd.	Please format as mm/dd/yy or Month, Day, Year.
dtend	Class Title	End date for grant. Please format as mm/dd/yy or Month, Day, Year. Title must be formatted as yyyyymmdd.	<abbr class="dtend" title="20141231">12/31/14</abbr>
fiscal_year_end	Class Title	The Fiscal Year End Date must be consistent for all grants made in the same fiscal year. Please format as mm/dd/yy or Month, Day, Year. Four digit year will also be accepted. <i>Please remember that you must be consistent in providing either all Paid or all Authorized grants as part of your feed to avoid duplications in Foundation Center records.</i>	12/31/12
grantee_unit	Class Title	Subdivision or department of grantee to which grant was awarded.	School of Law
grantee_EIN	Class Title	Grantee's EIN or international equivalent.	12-1234567
grantee_aka	Class Title	Also Known As name for grantee organization.	Downtown ABC
grantee_dba	Class Title	Doing Business As name for grantee organization.	ABC Local Club
grantee_fka	Class Title	Formerly Known As name for grantee organization.	ABC Resource Center
grantee_type	Class Title	Brief description of grantee's field/purpose or NTEE coding if available. Please refer to the alpha list of 26 major field areas used by the Foundation Center: foundationcenter.org/ntee	Multiple terms need to be provided as multiple elements. For example: <p class="grantee_type"> Arts</p> <p class="grantee_type">Education</p> <p class="grantee_type">Human Services</p>
grantee_population_group	Class Title	Primary population groups served by the grantee as part of their ongoing mission. Groups may be identified by gender, age, race and ethnicity, disabilities, etc. This does not represent the specific population served by the grant; see grant_population_group for that information.	Multiple group terms need to be provided as multiple elements. Terms within each element set should be separated by a comma (,). For example: <p class="grantee_population_group"> girls,ages 10 - 18</p> <p class="grantee_population_group"> mothers,ages 18 - 25</p> <p class="grantee_population_group"> poor and lower-middle class females</p>
duration_year	Class Title	Duration of funding at the time the grant was awarded, expressed in years. <i>Not required if duration is provided in months.</i>	Please provide numeric value. <p class="duration_year"> Duration (years): 3</p>

duration_month	Class Title	Duration of funding at the time the grant was awarded, expressed in months. <i>Not required if duration is provided in years.</i>	Please provide numeric value. <p class="duration_month">Duration (months): 36</p>
grant_activity	Class Title	Specific field(s) of activity or primary subject terms used by the grantmaker to categorize the grant. Please refer to the alpha list of 26 major field areas used by the Foundation Center: foundationcenter.org/ntee/	Multiple terms need to be provided as multiple elements. For example: <p class="grant_activity"> Arts</p> <p class="grant_activity">Education</p> <p class="grant_activity">Human Services</p>
grant_population_group	Class Title	Specific population groups served by the grant. Groups may be identified by gender, age, race and ethnicity, disabilities, etc.	Multiple group terms need to be provided as multiple elements. Terms within each element set should be separated by a comma (,). For example: <p class="grantee_population_group"> girls,ages 10 - 18</p> <p class="grantee_population_group"> mothers,ages 18 - 25</p> <p class="grantee_population_group"> poor and lower-middle class females </p>
grant_program_area	Class Title	Specific program area name used by the grantmaker to categorize the grant. Grant program area is not required if grant activity is supplied.	Multiple terms need to be provided as multiple elements. For example: <p class="grant_program_area"> Women's Health</p> <p class="grant_program_area"> Nutrition and Fitness Education</p>
grant_support_type	Class Title	Brief description of the type of support. Examples include: General Operating Support, Annual Campaign, Student Aid	Please separate multiple terms using a semi-colon (;). Scholarships; Program Support
strategy	Class Title	Field may be formatted as free text or tags and taxonomy elements separated by semicolons.	<p class="strategy">Strategy:</p>
initiative	Class Title	Field may be formatted as free text or tags and taxonomy elements separated by semicolons.	<p class="initiative">Initiative:</p>
theme	Class Title	Field may be formatted as free text or tags and taxonomy elements separated by semicolons.	<p class="theme">Theme:</p>
grant_outcome	Class Title	To be added to grant record as an update based on reports received from grantee. Grant_id field must be provided for Foundation Center to capture updates and not create duplicate grant entries with new reporting information.	<p class="grant_outcome"> Grant Outcome:</p>
grant_outputs	Class Title	To be added to grant record as an update based on reports received from grantee. Grant_id field must be provided for Foundation Center to capture updates and not create duplicate grant entries with new reporting information.	<p class="grant_outputs">Grant Outputs:</p>
challenge_grant	Class Title	If grant is a challenge grant, please indicate "Y" or "Yes."	<p class="challenge_grant"> Challenge Grant: Yes</p>

matching_grant	Class Title	If grant is a matching grant, please indicate "Y" or "Yes."	<p class="matching_grant"> Matching Grant: Yes</p>
continuing_support_grant	Class Title	If grant is for continuing support or a grant renewal please indicate "Y" or "Yes."	<p class="continuing_support_grant"> Continuing Support: Yes</p>
fiscal_agent	Class Title	If grant was made through a fiscal agent/sponsor, please indicate organization's name.	
shared_grant	Class Title	If grant was shared with one or more other grantee(s), please indicate name(s) of other organization(s).	Please separate multiple terms using a forward slash (/). Kids Can/XYZ Health Systems/ABC Schools
fund_name	Class Title	For grants made from a fund for which you would like to supply the specific fund name.	Jane Smith Early Learning Fund
fund_type	Class Title	Indicates the type of fund grant was awarded from at a public charity or community foundation. Examples include: Donor Advised Fund, Giving Circle, Field of Interest, Supporting Organization, etc.	Giving Circle
fund_subtype	Class Title	For public charities and community foundations, this indicates if the grant was made from unrestricted, temporarily restricted, or permanently restricted funds.	Unrestricted Funds
geo-focus	Class Title or Div Tag	No data should be related to this element. It should only serve as a title field or indication of block-level for amount elements. Please note, only grants coded to the Foundation Center's GeoTree standard (geotree.foundationcenter.org) will appear on the Glasspockets.org Geographic Area Served Funding Map. See footnote below for geocoding element requirements.	Please note, to indicate multiple locations, the elements below need to be repeated. For example, to list New York, NY and Brooklyn, NY you would need to do the following: <div class="geo-focus"> Geographic Focus: New York NY </div> <div class="geo-focus"> Brooklyn NY </div>
continent	Subclass of geo-focus	Refers to grants supporting projects or initiatives that impact the majority of the continent. For example, a grant funding access to education for children in Africa would be coded with Africa.	Africa
inter_country_region	Subclass of geo-focus	Refers to a group of countries commonly recognized as a geographic grouping by name (e.g., Caribbean or North Africa).	North Africa
country	Subclass of geo-focus	Grants serving multiple countries should have multiple elements provided; country names should not be grouped in one line and be separated by commas or semicolons.	<div class="geo-focus"> Somalia </div> <div class="geo-focus"> Bolivia La Paz </div> <div class="geo-focus"> Thailand </div>

intra_country_region	Subclass of geo-focus	Refers to an area within a country's borders that includes multiple states or first administrative division equivalents.	New England
intra_state_region	Subclass of geo-focus	Refers to an area within a state's borders that includes multiple counties or cities.	East Coachella Valley
state	Subclass of geo-focus	Refers to state for domestic and equivalent first administrative division (e.g., state, province, territory) for international locations. Please provide full text for international locations; two letter abbreviations may be supplied for U.S. locations.	New York
county	Subclass of geo-focus	Refers to county for domestic and equivalent second administrative division for international locations (e.g., municipality or district).	Queens
city	Subclass of geo-focus	Refers to city, town, township, etc. for domestic and equivalent for international grants.	Brooklyn
neighborhood	Subclass of geo-focus	Refers to a commonly recognized, and clearly defined, area in a city or town.	Greenwich Village
allocation	Class Title or Div Tag	<p>Refers to percent or dollar allocation by location for grants with multiple Geographic Area Served locations. Grants that are designated for one location do not need allocation notes. Allocations can be assigned by dollar amount or percentage.</p> <p>Foundation Center prefers to receive percentage allocations, which must reconcile to 100%.</p> <p>No data should be related to this element. It should only serve as a title field or indication of block-level for amount elements.</p>	<p><p class="allocation"></p> <p>Below is a sample of a full geo-focus entry with an allocation element.</p> <pre> <div class="geo-focus"> Bolivia La Paz <abbr class="allocation_currency" title="GBP">£</abbr> <abbr class="allocation_amount" title="30000">30,000</abbr> or </div> <div class="geo-focus"> Thailand 25 </div> </pre>
allocation_currency	Subclass of allocation element	For allocations Paid or Authorized in local currency outside of the U.S., please indicate currency type and use appropriate currency symbol.	For example, a grant authorized in British Pounds would have the following: <abbr class="allocation_currency" title="GBP">£</abbr>
allocation_amount	Subclass of allocation element	Specific amount designated for Geographic Area Served.	<abbr class="allocation_amount" title="30000"> 30,000</abbr> This entry, combined with information in field above, will be viewable as £30,000 in the RSS feed.
allocation_percent	Subclass of allocation element	Specific percentage of total grant award designated for Geographic Area Served.	<abbr class="allocation_percent">25</abbr> This entry will be viewable as 25% in the RSS feed.

allocation_type	Div Tag	Indicates if Geographic Area is for location being served by the grant or subject of activity. For example, funds designated to serve a community center in Flint, Michigan versus the Asian Art Collection at the Metropolitan Museum of Art. No data should be related to this element.	<div class="allocation_type">
allocation_area or allocation_subject	Subclass of allocation_type element		Geographic Area Served or Geographic Subject Focus
IATI_flag	Class Title	This field should be used to indicate if you would like the Foundation Center to include your grant in the registry provided to The International Aid Transparency Initiative (IATI), aidtransparency.net, by the Foundation Center. You may indicate yes (y) or no (n) on a grant by grant basis. Files received with all blanks or no indication will not be included in the registry. Indicators for IATI will not be displayed in grant details on Glasspockets.org.	<p class="IATI_flag">y</p>

Geographic Area Served Element Requirements

To be able to properly aggregate all grants, and help users clarify locations, the following minimum element combinations must be supplied for geo-focus coding.

United States

- a. city, state (California/Oakland)
- b. neighborhood, city, state (California/Oakland/East Oakland)
- c. county, state (New Jersey/Essex)
- d. intra-state region, state (California/Bay Area)
- e. state (California)
- f. interstate region, United States (United States/Southwest)

The only stand-alone entry for US is state.

International

- a. city, country (France/Paris) France/Ile-de-France/Paris is also acceptable, but administrative district is NOT required.
- b. county/first administrative district, country (France/Ile-de-France)
- c. intra-country region, country (France/Northern France)
- d. country
- e. inter-country region (continent does not need to be included, as there are no duplicate inter-country regions in Geo Tree, and some overlap continents)
- f. continent

Country, inter-country region and continent can all be stand-alone entries for international places

Tagging

Tagging is an optional feature in hGrant to allow grantmakers to link entries with keywords and metadata that might appear on their own web site. An hGrant can be tagged using the *rel-tag* method. This doesn't use class names to determine properties. Instead it uses the *rel* attribute of an anchor (a) element.

Tagging is simple; here are some examples:

```
<div class="hgrant">
<p>Tags:
<a rel="tag" href="http://FooFoundation.org/tag/seed money">seed money</a>,
<a rel="tag" href="http:// FooFoundation.org /tag/community revitalization"> community revitalization </a>,
<a rel="tag" href="http:// FooFoundation.org /tag/downtown">downtown</a>
```

This is how the HTML for the Foundation Center's grants page would look in hGrant format, without optional tags:

```
<div class="hgrant">
<h2 class="title">Revitalizing Anytown, USA</h2>
<p class="description">This is a seed grant to revitalize the downtown area of Anytown, USA.</p>
<div class="grantee vcard">
<b>Recipient:</b>
<span class="fn org"><a class="url" href="http://revitalizers-are-us.org/">Revitalizers-Are-Us</a></span>
<p class="adr">
<span class="street-address">1234 Fifth Street</span><br />
<span class="locality">Anytown</span>,
<span class="region">Anystate</span>
<span class="postal-code">00000</span>
<span class="country_name">USA</span>
</p>
</div>
<p class="amount">
<b>Amount:</b>
<abbr class="currency" title="USD">$</abbr><abbr class="amount" title="1000000">1,000,000</abbr><br />
<b>Grant Period:</b>
<span class="period">
<abbr class="dtstart" title="20110301T2300-0700">March 1, 2011</abbr> -
<abbr class="dtend" title="20120229T2300-0700">February 29, 2012</abbr>
</span>
</p>
<b>For Fiscal Year Ending:</b>
<span class="fiscal_year_end">06/30/11</span>
</p>
<b>Grant ID:</b>
<span class="grant_id">FF123RA</span>
</p>
</div>
```

The grant would appear as:

Foo Foundation Grants

Revitalizing Anytown, USA

This is a seed grant to revitalize the downtown area of Anytown, USA.

Recipient: Revitalizers-Are-Us

1234 Fifth Street Anytown, Anystate 00000 USA

Amount: \$1,000,000 **Grant Period:** March 1, 2011 - February 29, 2012

For Fiscal Year Ending: 06/30/11

Grant ID: FF123RA

Grant record would continue with any additional fields provided.

If this looks exactly the same as it did before, that's exactly the point! hGrant doesn't require you to change how the information looks. However, by using hGrant, you make the information parseable, which means that software can also read and understand the information.

Foundations Currently Publishing Grant Data Using hGrant:

Mott Foundation <http://www.mott.org/about/programs/grantrssFeedBurner.aspx?grantsfire=1>

Hewlett Foundation <http://grantsfeed.hewlett.org/CurrentGrants.aspx>

The Energy Foundation <http://hgrants.ef.org/>