

THE MYERS FAMILY FOUNDATION, INC.

2851 Jessup Road, #1008
Jessup, MD 20794
info@themyersfamilyfoundation.com
EIN: 81-4683829

Organizational Grant Application Cover Sheet

Please submit application and all materials between 1/1 and 1/31

Date of Application: _____

Legal Name of Organization: _____

Purpose of Grant (One sentence): _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Executive Director: _____

Contact Person: _____

Is your Organization an IRS 501(c)(3) not-for-profit? Yes ____ No ____

If No, please explain: _____

Total Organizational Budget (for current year): _____

Contribution Request: \$ _____

General Support: _____

OR

Project Support: _____

- Total Project Budget: \$ _____

- Dates Covered by Project Budget: _____ to _____

Proposed Application for Foundation Grant

(Use for grants made to operating charitable organizations)

- Project Name (if applicable): _____

I. Proposal Summary

Request

Please summarize in a short paragraph the purpose of your organization. Briefly explain (i) why your organization is requesting this contribution, (ii) what outcomes you hope to achieve, and (iii) how you will spend the funds if a contribution is made.

Background Summary

Describe the work of your organization, addressing each of the following:

1. A brief description of its history and mission.
2. The need or problem your organization works to address, and the population that your organization serves, including geographic location, socioeconomic status, race, ethnicity, gender, sexual orientation, age, physical ability, and language.
3. Current programs and accomplishments.
4. Number of full time staff; number of part-time staff; number of volunteers.
5. Organization's relationships – both formal and informal – with other organizations working to meet the same needs or providing similar services

Funding Request

Describe the program for which you seek funding.

1. If applying for General Operating support, briefly describe how this contribution will be used.
2. If for a Specific Project, please explain the project including:
 - A statement of its primary purpose and the need or problem that you are seeking to address.
 - The population that you plan to serve and how this population will benefit from the project.
 - Strategies that you will employ to implement your project.
 - Anticipated length of the project.

Evaluation

Please explain how you will measure the effectiveness of your activities. Describe your criteria for a successful program and the results you expect to have achieved by the end of the funding period.

II. Attachments

Financial Information

Please provide the following Financial Information:

1. Most recent Financial Statement reflecting actual expenditures and funds received.
2. List of foundation and corporate supporters and all other sources of income, with amounts for your current and most recent fiscal year.

If Specific Project funding is requested:

3. Current Expense budget for the project
4. List of all sources of income toward the project, actual and prospective amounts

Supportive Material

Please provide the following supportive materials:

1. A copy of the IRS determination letter indicating your organization's tax exempt status.
2. List of your Board of Directors, with their affiliations.
3. Three examples of recent articles about, or evaluations of, your organization, if available.

-
- Please type responses single spaced.
 - Please answer all questions in the order listed.
 - Please use headings as provided.
 - Please submit only one copy.
 - Please do not include any materials other than those specifically requested.