

GRANT LETTER OF INQUIRY FORM

Please read the eligibility requirements on the Grants page at our website, www.impact-lv.org/grants before completing and submitting this Letter of Inquiry (LOI) Form.

Organization Name

Website

Address

City

State

Zip

Year Founded

EIN

Project or Program Title

Contact Person/Title

Phone

E-mail address

Please select only one Focus Area for your application:

☐

Culture

☐

Education

☐

Environment

☐

Family

☐

Health & Wellness

Project or Program Summary Information: Please provide a 2 to 3 sentence summary description of your proposed project or program.

I certify that this organization is an IRS 501(c)(3) organization. I certify that to the best of our knowledge, all information provided on this Form and in the required attachment is accurate and complete.

Authorized Name and Title (please print or type name)

Signature

Date

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Please provide the following additional information, not to exceed two pages, typed in no less than 10 point font for items 1 through 5.

1. Mission statement of your organization.
2. Summary of your organization's primary programs/projects in support of your mission.
3. Description of proposed project or program to be funded by this grant, including target populations, number of individuals you expect to impact with this program/project.
4. Explain if this is a new project/program or the expansion of an existing one. If it is an expansion, please elaborate.
5. Acknowledge the requirement that the project/program must use the entire grant award within 24 months.
6. Copy of your organization's IRS tax-exempt determination letter

Submitting Your Completed Grant Letter of Inquiry Form

Please combine the Grant Letter of Inquiry Form, additional information, and copy of IRS determination letter into one PDF file and attach it to your submittal e-mail.

This completed Letter of Inquiry may only be submitted via e-mail to grants@impact-lv.org. No paper copies will be accepted.

Please put **LOI** and the focus area you have selected in the subject line of the e-mail. (For example, LOI-Education or LOI-Health & Wellness)

Letters of Inquiry will be acknowledged electronically.

Late submissions will not be considered.

The 2018 Grant Letter of Inquiry (LOI) must be received by 5:00 p.m., Monday, February 12, 2018

IMPORTANT NOTICE: The first step in our evaluation process is to confirm that you have followed ALL of our instructions, followed our guidelines, adhered to our process, and submitted everything we requested AS WE REQUESTED. This step is crucial as to whether or not your organization will move on in the evaluation process. Attention to detail at this stage is critical to moving on in the process.

Failure to follow all instructions and to submit a complete LOI will result in your LOI not being considered for our 2018 Grant Award.

We will NOT open NOR review any submissions prior to the deadline so it is your responsibility to make sure you have followed all instructions.