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# LAREDO AREA COMMUNITY FOUNDATION

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*Inspired by Generosity, Empowered by Giving*

## Organization Information

Grant Applying for: \_\_\_\_\_

Date Founded: \_\_\_\_\_ EIN: \_\_\_\_\_ IRS Determination: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Website: \_\_\_\_\_

Current Operating Budget: \_\_\_\_\_ # of Employees: F/T \_\_\_\_\_ P/T \_\_\_\_\_

Key Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Board President: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mission Statement:

Vision:

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Serving Laredo and South Texas since 2005

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## Grant Request

Date: \_\_\_\_\_ Amount of Request: \_\_\_\_\_

Area of Interest:    Arts    Education    Environment    Health    Social Services

Type of Funding:    Pilot Program    Project Support    General Operations    Capital    Other

Project Name (if applicable) \_\_\_\_\_ Project Budget: \_\_\_\_\_

Project Geographical Area Served: \_\_\_\_\_

Project Description:

**Detailed Budget:** Attach your detailed budget for this project. Include all sources of funding for this project, internal, government grants, other external funding.

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## INSTRUCTIONS

### **Organization Information**

- Date Founded: Date organization was founded
- EIN: IRS Assigned Number
- IRS Determination: Enter type of organization 501©3, etc.
- Name: Name of organization
- Address: Enter mailing address
- City, State, Zip Code: Enter requested information
- Phone Number: Enter requested information
- Fax Number: Enter requested information
- Website: Enter the organizations website
- Current Operating Budget: Current year operating budget for organization
- # of Employees: Number of full/time employees and number of part-time employees
- Key Contact Information: Name of main contact for organization and their contact information
- Board President Information: Name and contact information for organizations board president.
- Mission Statement: Enter the organizations mission statement
- Vision: Enter the organizations overall vision

### **Grant Request**

- Date: Date request is being made
- Amount of Request: Amount being requested with this grant application
- Area of Interest: Category your request for this grant applies to
- Type of Funding: Select the type of funding being requested
- Project Name: Name of project funds are being requested
- Project Budget: Enter the complete budget for this project/program
- Project Geographical Area Served: Geographical area that will be served by this program/project.
- Project Description: Enter a complete description of the program/project the funds are being requested.
- Detailed Budget: Attach the complete budget for this program/project in detail.

### **Required Documents**

- Complete organization information form
- Complete grant request form
- Detailed Budget
- Previous Year 990

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