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# LAREDO AREA COMMUNITY FOUNDATION

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*Inspired by Generosity, Empowered by Giving*

## LACF GRANT OPPORTUNITY

**Christine Holliday Cerda**  
President

To All Non-Profit Organizations

**Jennifer Beckelhimer**  
Vice – President

The Laredo Area Community Foundation Board of Directors will be accepting grant applications from 501(c) 3 organizations located in Laredo and surrounding areas. We will be disbursing \$5,000 from each of our five areas of interest that include the Arts, Education, Environment, Health, and Social Services.

**Juan J. Castillo, Jr.**  
Secretary

**Juan M. Caballero**  
Treasurer

Please complete the application and provide all the requested information.

*Directors:*

Deadline: Tuesday, October 15, 2024 at 5:00 p.m.

**Eduardo Cañamar**

**Matias de Llano, III**

**Roy S. Franklin**

**William B. Green**

**Ricardo E. Morales**

**Diana Ortiz**

**Jeremy Peters**

**Mario Rullan**

**Gerry Salinas**

**Annie Treviño**

If you have a valid Gmail email address, please go to our website at <https://laredofoundation.org/grants/> to access the Google Form electronic application. This is our preferred method to receive applications.

**Updated deadline is now Friday, November 1 at 5:00 pm**

You may also:

- (1) Email application and required documents to:  
**admin@laredofoundation.org**  
**with subject line: Outreach Grant Application**

Or

- (2) Mail application and required documents to:  
LACF  
P.O. Box 450223  
Laredo, TX 78045

**Mailed applications must be received by the deadline. No exceptions.  
All documents must be one-sided.**

Please direct all questions to our Operations Manager, Cynthia Villafranca at (956) 326-2845.

*Serving Laredo and South Texas since 2005*

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## INSTRUCTIONS

**To be considered, all fields of the application must be completed and all required documents must be submitted.**

### Organization Information

- Date Founded: Date organization was founded
- EIN: IRS Assigned Number
- IRS Determination: Enter type of organization 501(c)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
- Social Media account names: include Facebook Instagram, X (formerly Twitter), and/or LinkedIn
- Current Operating Budget: Current year operating budget for organization
- Fiscal Year Observed: Specify if organization observes January-December or another time frame
- # 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 and when project will be completed or if it is ongoing
- Detailed Budget: Attach the complete budget for this program/project in detail.

### **Required Documents (all must be submitted)**

- \_\_\_ Complete organization information form
- \_\_\_ Complete grant request form
- \_\_\_ Detailed Budget (*Attach your detailed budget for this project. Include all sources of funding for this project, internal, government grants, other external funding.*)
- \_\_\_ List of Board of Directors
- \_\_\_ Previous Year 990 (*if your 2023 990 has not been filed, then a copy of your most recently filed 990*)
- \_\_\_ Organization's W9 Form
- \_\_\_ Organization Logo (*in JPEG file format*)

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## Organization Information Form

*Circle One*

Grant Applying for: Community Outreach Grant Arts Education Environment Health Social Services

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

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

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

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

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

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

Social Media Account Names: \_\_\_\_\_

Current Operating Budget: \_\_\_\_\_ Fiscal Year Observed: \_\_\_\_\_

# 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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## Grant Request Form

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: *(specify within description when project will be completed or if it is ongoing)*

**Additional Documentation to include:**

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

\_\_\_ **Previous Year 990** (if your 2023 990 has not been filed, then a copy of your most recently filed 990)

\_\_\_ **List of Board of Directors** \_\_\_ **Completed W9 Form** \_\_\_ **Organization Logo** (in JPEG format)