



**Randolph Foundation
P.O. Box 283
Gorham, NH 03581**

Grant Application Guidelines

Mission Statement: The Randolph Foundation was created, and is sustained, by the residents and friends of Randolph, New Hampshire. The Foundation supports the needs of Randolph and its neighboring towns in a variety of areas including conservation, communication, education, recreation, town history, leadership, health and welfare, and other important issues as determined by the Board of Directors and the Randolph community.

****NEW** GRANT DEADLINES:**

The Board meets once every two months. For ample time to discuss and review each grant request, we kindly request the following deadlines for submission:

Deadline January 1st (for grant review January 1st – April 30th)

Deadline May 1st (for grant review May 1st – August 31st)

Deadline September 1st (for grant review September 1st – December 31st)

1. Applicant information

a. Date of application:

b. Name:

c. Address:

d. Contact name for application:

Address:

Telephone:

email:

e. Fiscal agent contact, if applicable:

Address:

Telephone:

email:

f. Number of clients served per year, if applicable:

g. Organization's Mission Statement, if applicable (attach):

h. _____ The applicant/organization is a 501©3. Please attach a copy of the IRS determination letter.

i. _____ The applicant/organization is not a 501©3.

j. Previous funding from the Randolph Foundation:

k. Amount requested: _____

Date funds are needed: _____

If amount requested is over \$5000, you must supply an EIN or SSN prior to any funds being disseminated.

EIN: _____ or SSN: _____

2. Organization Budget, if applicable

Please provide a copy of the previous fiscal year's annual budget.

3. Project Information

Please attach the following:

- a. Brief description (2-3 sentences) of current programs and activities
- b. Brief description (2-3 sentences) of proposed project
- c. Statement of need for this project (2-3 sentences)
- d. Project budget
- e. List of expected outcomes if your project is successful
- f. Other pending sources of funding

4. Payment of Grants issued

Depending on the project, successful grants may be paid either directly to the applicant or, at the discretion of the Foundation, be made as direct payment of an invoice. Please indicate who checks should be written out to with an address.

Please send completed application with requested attachments to:

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