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The Louise R. Lester Foundation

Grant Application Request

*** The deadline to submit completed forms is 9:00 AM. Friday, March 15, 2019 ***

The purpose of The Louise R. Lester Foundation is to support nonprofit religious, scientific, literary, humanitarian or educational organizations. The Foundation does not grant financial support to individuals, sport teams/events or political candidates/organizations. The submission or review of a grant application does not obligate The Louise R. Lester Foundation to grant any request. The Foundation is interested in providing resources to areas of need not adequately served by the local charitable communities. All organizations receiving a grant award must be a tax-exempt 501(c)(3) organizations.

Grant Application Guidelines

- The requesting organization must be tax-exempt.
- The Foundation's Directors are interested in supporting organizations that engage in sound financial planning and solid management practices. The Foundation reserves the right at any time to request detailed information on the use or financial well-being of any organization to whom funds are granted.
- At this time, the Foundation will not consider requests for building funds or grant commitments extending beyond one year.
- The Foundation Directors are currently interested in grants to be spent in the Foundation's geographic areas of interest, which include the Roanoke Valley area of Virginia, the greater Henry County area of Virginia, the greater Greenbrier County area of West Virginia and the greater Beaufort County area of North Carolina.
- The Board of Directors has the responsibility for final approval of each grant. Since the Foundation receives funding requests in excess of its funds available for grants, not all or only a portion of the requests received can be approved. A decision not to fund a request does not necessarily reflect on the merits of the applicant or the value of its request. Organizations are only eligible to receive one grant in a calendar year.

Please return this form: Louise R. Lester Foundation 3130 Chaparral Dr., Ste 108 Roanoke, VA 24018 This form can also be emailed to lrlesterfoundation@gmail.com

*** PLEASE KEEP A COPY FOR YOUR RECORDS ***

1.) Provide the name, mailing address, & contact information

Legal Name: _____

Mailing Address: _____

501 (c) (3) Federal Tax Exemption Number: _____

Contact Person: _____

Title: _____

Business address: _____

Telephone number: _____ Fax number: _____

E-mail address: _____

2.) Indicate the amount of the grant being requested from the Louise R. Lester Foundation

\$ _____

3.) Select the region that the funding will be spent or will benefit from this request

Roanoke Valley Martinsville/Southside Beaufort Co/Eastern, NC

Lewisburg/Greenbrier Co, WVA Other _____

4.) Explanation of Grant request-provide information to support the need and reason for this request

AMOUNT OF THIS REQUEST: \$ _____ FUNDS NEEDED BY: _____

TIME FRAME IN WHICH FUNDS WILL BE USED: _____
From _____ To _____

Check one of the following:

GENERAL OPERATING SUPPORT PROJECT SUPPORT

If for project support, complete the following:

PROJECT NAME: _____

TOTAL PROJECT COST: \$ _____ PERCENT THIS REQUEST OF PROJECT TOTAL: _____%

PROJECT TYPE:

- Capital: Endowment
 Specific Program
 Other (describe)

1. WHO WILL PROJECT SERVE:

2. HOW MANY WILL PROJECT SERVE:

PLEASE LIMIT THE LENGTH OF YOUR ANSWERS FOR THE FOLLOWING QUESTIONS TO NO MORE THAN A TOTAL OF FOUR PAGES.

1. APPLICANT ORGANIZATIONAL BACKGROUND

Include organizational mission statement and purpose, organizational qualifications, history of accomplishments and awards, governance, area and population served, role or volunteers. (If this is a collaboration, describe the lead agency and its relation to others involved.)

2. NEEDS STATEMENT

Identify the needs your agency or this proposal will address. Acknowledge similar existing projects or agencies, if any, and explain how your agency or proposal differs, and what effort will be made to work cooperatively.

3. PROPOSAL

- A. How will your proposal address identified needs?
- B. Projected goals, objectives, timeline, anticipated impact.
- C. Expected role of volunteers. (if applicable)
- D. Number and population who will benefit from your proposal.
- E. How will you monitor your work and how will you measure success or effectiveness?
- F. What are your other potential and actual sources of support for this proposal? Where do you expect to find future support?

4. ADDITIONAL INFORMATION

Please address here anything else about your organization or project you think is relevant to this proposal.

5. ATTACHMENTS

In addition to the cover letter and the information required on the Grant Application Form, please attach the following:

1. Verification of tax-exempt status under Section 501(c)(3) of the IRS code.
2. List of current board members (include member affiliations and any other pertinent information, including % of board members who contribute annually to your organization).
3. List of key organizational staff, including titles and main functions.
4. Most recent annual report and/or IRS Form 990 (if available).
5. Most recent audited financial statement (if available).
6. Organization's current year operating budget.
7. A detailed budget of the project for which funds are being sought (if applicable)

The Louise R. Lester Foundation accepts applications only from non-profit organizations that have contacted us or been asked to submit an application, are located in the specified areas/regions we intend to serve, and are classified as tax-exempt under section 501(c)(3) and are public

charities under section 509(a)(1) of the Internal Revenue Code

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can also be emailed to lrlesterfoundation@gmail.com

***** PLEASE KEEP A COPY OF THE COMPLETED FORM & SUPPORTING DOCUMENTATION FOR YOUR RECORDS *****