

APPLICATION PROCEDURES

GRANTS (UP TO \$50,000)



Complete the online Generous Promise Grant Fund Letter of Inquiry (LOI) available online after **February 20, 2023**. LOI's are to be submitted by **April 21, 2023** (midnight Eastern Time).

LETTER OF INQUIRY (LOI) GUIDELINES:

The online Letter of Inquiry will ask you to include the following:

- The title of the project and a brief statement of the issue to be addressed;
- A project summary and anticipated outcomes;
- The promotion of the Generous Promise for systemic change;
- The total amount of funding requested for the project.

All LOI's are first reviewed to determine if the project falls within the Grant Fund guidelines. Those that do not are immediately declined. If the LOI is within the guidelines, further review will occur. A limited number of organizations will be sent information by **July 5, 2023** and invited to submit a full on-line application.

APPLICATION GUIDELINES: (if invited to apply you will be asked to share the following)

- History of the organization
- Staff and Board of Directors makeup
- Mission Statement of the organization and its implementation
- Issue addressed
- Project description and its fit of the mission of the organization
- Collaboration with other organizations
- Short and long term goals
- Resources
- Evaluation and Sustainability
- Project Budget, including the allocation of Generous Promise Grant Funds
- Additional Resources

Full application deadline will be **August 31, 2023**.

A final decision on all Change Grants will be made **by early November**.

We intend to acknowledge the receipt of all requests. If you do not receive a response within two months after submitting the LOI or application, or for other questions, please feel free to contact us at GPGF@csjoseph.org.