

# Cullen Children's Foundation Grant Request Information

**DEADLINE 10/15/2010**

**Application Procedure:** Grant prospects should provide the following information when requesting funds. Geographical focus: children's organizations in Minnesota and North Dakota.

1. Legal name of organization, address, name of executive director, and contact person with contact information.
2. Amount requested
3. Short summary of your funding request and indicate the type of request. No funds are gifted for capital or administration expenses.

## **B. Narrative: Background that should include:**

1. The mission of your organization
2. Current programs/goals and strategic plan
3. Total organizational budget and fiscal year

## **C. Funding request that should include:**

1. Describe in detail how this grant would be used.
2. How you will measure and monitor the progress and effectiveness
3. How our organization can help you reach your goals

## **D. Attachments:**

1. IRS 501 (c) (3) tax determination letter.
2. Recent Form 990.
3. List of Board of Directors and flow chart of organization
4. Organization's contact name, address, phone, fax, and email address.
5. Current Annual Report
6. Optional: brochures and newsletters.

## **Mail submissions to:**

Cullen Children's Foundation  
PO Box 594  
West Fargo, ND 58078-0594

