

Back to Edit

## 2024 Annual Grant Cycle Letter Of Inquiry (LOI) (First-Time Prospective Grantees)

Name of Organization \*

Limit: 300 characters

Full Legal Name of Organization (if different)

Employer Identification Number, if applicable

Format as XX-XXXXXXX

Organization Address \*

Country

Address

Address Line 2 (optional)

City

State, Province, or Region

Zip or Postal Code

**Organization Website**

**Organization Phone Number \***



**Please check all that apply to your organization**

- 501(c)(3) tax-exempt nonprofit organization
- Operate under the fiscal sponsorship of a tax-exempt nonprofit
- School, school district, or network of schools

**Fiscal Sponsor Name \***

**Fiscal Sponsor Employer Identification Number**

Format as XX-XXXXXXX

**Please attach a copy of your Fiscal Sponsor's IRS 501(c)(3) determination letter**

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

**Please attach a copy of your IRS 501(c)(3) determination letter \***

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

---

## Head of Organization

Please share information about the head of the organization

**Head of Organization Name \***

First Name

Last Name

**Head of Organization Job Title \***

(CEO, Executive Director, President, etc.)

**Head of Organization Phone Number \***



**Head of Organization Email Address \***

email@example.com

---

## Contact Information for This Proposal

Please share information about the person who should be contacted with questions about this proposal. If information is the same as "Head of Organization" please leave this section blank.

### Contact Name

First Name

Last Name

Contact Job Title

(Development Associate, Grant Writer, Program Director, etc.)

Contact Phone Number



Contact Email Address

email@example.com

Has your organization ever received past funding from either the Ciresi Walburn Foundation or the Robins Kaplan Miller & Ciresi Foundation for Children?

No



Please enter the amount of funding you are requesting \*

\$



USD

Please select the type of support you are requesting \*



General Operating Funding (Gen Ops)

Project Support

Please enter your organization's current annual budget

## 2024 Annual Grant Letter of Inquiry (LOI) for New Prospective Grantees \*

**B** *I* U    

**This Letter of Inquiry form is meant to be an initial introduction of your organization to the Foundation and the work for which you are seeking funding.**

Applicants selected to move forward as finalists will have additional opportunities to describe their proposed programming, goals, and impact during the "finalist inquiry" period of our Annual Grant Cycle.

While there is no minimum or maximum length requirements, most letters of inquiry (LOIs) for new prospective grantees will be about 2 pages long. We offer the following guidance to help applicants think about the types of information that would be helpful to include so Foundation reviewers have a better understanding of your request.

Consider including the following information in your LOI submission:

+ Your organization's **mission, vision**, and key organizational **programs**.

+ **Describe your proposed work** during the grant period (January - December 2025\*). Tell us about the projects / programs / initiatives for which you are seeking a grant. To be considered for funding, the proposed work must align with one or more of the Foundation's 5 key priorities: <https://www.ciresiwalburnfoundation.org/about-us> (<https://www.ciresiwalburnfoundation.org/about-us>).

+ Describe your **goals** for the grant period, **how you plan to measure success**, and

any **milestones** you seek to accomplish as you work towards your goals. You may use a bulleted list, prose, or a combination thereof.

- What do you hope to accomplish during the grant period? If awarded a grant, these are the goals that your organization will be expected to report out on at the end of the grant period. Applicants may include both quantitative and qualitative goals.
- Briefly explain how you plan to measure each goal, metric, or milestone.
- If your organization/program/school has identified longer-term goals, what are the milestones/benchmarks you hope to meet in 2025 which will demonstrate you are on track to achieve your longer-term goals?

+ Describe the **populations served** by your organization's proposed work.

\*If a grant is awarded, checks will typically be sent in December 2024. In *most* cases, the grant period runs from January through December 2025. However, some organizations operate on different annual programmatic cycles; please enter your proposed work for the time frame that aligns with your organizations annual programmatic cycle.

**Does your organization have any evidence of your effectiveness or specific accomplishments from the work outlined in your Letter of Inquiry?**

+ What data or research, if any (either internally collected or externally commissioned) exists which demonstrates the efficacy of your organization at reaching the goals outlined in your LOI?

**Please upload your organization's current fiscal year budget \***

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .pdf, .rtf, .txt, .wpd, .wpl, .jpg, .jpeg, .png, .ppt, .pptx, .xls, .xlsx

## Ciresi Walburn Foundation K-12 Schools Data Dashboard Form (2024 Version) \*

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .doc, .docx, .pdf

*K-12 schools requesting funding from the Ciresi Walburn Foundation should download this document*

*(<https://docs.google.com/document/d/1GrTKSfNxxRB3usuyTpLLr-76YOI88j09/edit?usp=sharing&oid=111873312052467972850&rtpof=true&sd=true>)(which can also be found on our website), provide the requested information, and upload it here as a Word Doc or PDF file.*

**Optional: Please share anything else you'd like the Foundation to consider that we may not have asked about above.**

Limit: 110 words

Responding to this question is optional (not required)

Save Draft

Submit Form