

23_Winter_Annual

NW Children's Foundation

LOI Overview & Guidance

LOI Guidance

- Please note that character limits **do** include spaces.
- You may draft your responses in Word and then copy and paste them into the form. Formatting in Word (bullet points, bolded text etc.) **will not** carry over into the eGrant form.
- To preview questions (in Word), visit the Letter of Inquiry page on our website. To preview in PDF format, click the "Question List" button at the top right of the LOI form.
- To return later to finish or submit your request, click "Save" at the bottom of the form.
- To preview your request prior to submission, click the "LOI Packet" pdf button at top right.
- More than one person may work on the same LOI. Once you've started, you may use the Collaborate button at the top of the page to invite others to work on the request with you. View this short video tutorial for more details.

Organization Overview

Number of Clients Served Annually by your Organization*

Character Limit: 250

Organization Budget Total*

Please insert the total amount of your organization's operating budget (total expenses) for the current fiscal year. *Exclude in-kind income/expenses.*

Character Limit: 20

Organization's General Mission*

Describe the mission of your organization.

Character Limit: 500

Application Title*

If your organization is requesting funds for a specific project/program please enter the project/program name.

If you are requesting funds for **general operating expenses**, enter "**General Operating**" as the **Application title**.

Character Limit: 150

Type of Funding*

Choices

General Operating

Program/Project

For Program/Project Requests Only

Program/Project Budget Total

If you are applying for a specific program or project, please include the amount of the program/project budget.

Character Limit: 20

Number of Clients Served by this Program

Character Limit: 250

Project Funding

For all of the questions in the following group, please respond with information related to your Program/Project.

*

Choices

I understand that the questions below are to reflect the program/project.

Funding Request

Amount Requested*

Please note that our grants generally range from \$5,000 to \$20,000 and do not exceed \$30,000.

Character Limit: 20

Proposed Us of Grant Funds*

(including the target clients/risk factors addressed, the intended outcomes of your work, how you evaluate those outcomes, and how the use aligns with NWCF's mission.)

Character Limit: 5000

EDI Focus

Does the program/service seek to address equity & inclusion issues? If so, how?

Character Limit: 500

Feedback

LOI Process Feedback

We are always trying to streamline our grantmaking process to ensure that we are collecting the information we need without creating too much of a burden for applicants. We'd be most appreciative for your feedback. There's no right or wrong answer here, and your answer (or decision to leave this blank) will in no way influence our evaluation of your grant request.

1) how long would you estimate it took you to complete this LOI?

2) any suggestions for tweaking our questions or streamlining the process further (e.g. were the character limits too restrictive?)

Character Limit: 500