Letter of Intent (LOI) For Operations Cycle Funding ONLY

A Letter of Intent (LOI) is required for all new organizations seeking grant funding from the Allen Whitehill Clowes Charitable Foundation. The LOI is due on November 30th by 11:45PM for the Operations Cycle. The LOI can be emailed to the Foundation at info@awclowescf.org or placed in the mail for postal delivery.

Please note, only organizations that are described in IRC Section 501(c)(3) and are public charities defined in IRC Sec. 509(a)(1), 509(a)(2) or 509(a)(3). See Guidelines for more detail. Also, the organization must be within 60 miles of Indianapolis and the core mission must be Arts or/and Humanities.

Include the following information on the organization’s letter head and it must be signed by the Executive Director or another authorized representative with the organization.

1. What is the legal name of the organization?
2. If the letter head does not include the address and contact information, please include it.
3. What is the mission of the organization?
4. Give a summary of the organization? How did it get started? Who does it serve?
5. What is the dollar amount being requested?
6. What is the size of the organization’s operating budget?
7. What other funding sources currently support the organization?
8. How does the Board of Directors provide oversight to the organization?
9. What geographical area is served?

Please provide the following additional materials:

1. 501(c)(3) IRS Letter of Determination
2. Most Recently Completed Fiscal Year Budget

The letter needs to be signed by an authorized officer of the organization, including his or her title and the date.