

**THE WATERFIELD FOUNDATION GRANT REQUEST INFORMATION SHEET**

**Legal Name of Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Amount of Request: \$** \_\_\_\_\_ **Type of Grant Requested:** \_\_\_\_\_

(project support, program support, general operations, endowment support, capital support)

**Purpose of Request:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Staff/Volunteers/Board Members:**

Number of FTE staff: \_\_\_\_\_

Staff payroll: \$ \_\_\_\_\_

Number of volunteers: \_\_\_\_\_

Attach a listing of current Board Members \_\_\_\_\_

**Fundraising:**

Number of dedicated FTE employees: \_\_\_\_\_

Total expenses related to fundraising: \$ \_\_\_\_\_

**2016 Funding Sources and Amount:** (please attach a separate listing if additional space is needed)

Funds Received From: \_\_\_\_\_ Amount: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Pending Requests From: \_\_\_\_\_ Amount: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is the organization supported by Arts United or United Way? \_\_\_\_\_(yes) \_\_\_\_\_(no)

If yes, percentage of budget support: \_\_\_\_\_

\_\_\_ If this is your first grant request, attach a copy of your most recent letter from the IRS advising of your organization 501(c)(3) status.

**Contact Name and Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Contact Phone Number and email:** \_\_\_\_\_

Please return the completed form along with any other supporting documentation to: The Waterfield Foundation; Mr. Howard Chapman, President; 7221 Engle Road, Suite 250; Fort Wayne, IN 46804