

*****This is 1 of 2 documents to submit in order to apply for a grant from the Griffin Family Foundation, Inc. You must also submit, with this Grant Request – Preliminary Information, a “Grant Application” form found on our website at: griffinfamilyfoundation.com. *****

**GRIFFIN FAMILY FOUNDATION, INC.
ANNA MARGARET GRIFFIN, FOUNDER**

100 North Jefferson
Mexico, Missouri 65265

Telephone: 573-581-5280

DIRECTORS:
RUTH KENT
VIRGINIA PEHLE
MELODY FARNEN
BEN STEINMAN
DAN K. ERDEL

Your Mission Statement:

GRANT REQUEST – PRELIMINARY INFORMATION

Please provide the following information to be reviewed by the Foundation Board. Two board meetings are held each year, the first in April and the second in September. All grant requests to be reviewed during the April meeting must be received by 5:00 p.m. CST on March 15th. All grant requests to be reviewed during the September meeting must be received by 5:00 p.m. CST on August 30th. If March 15th or August 30th falls on a holiday or weekend, acceptance shall be extended to 5:00 p.m. CST the following business day. For additional information, please contact Paige Maximovitch at 573-581-5280.

1. What is the legal name of your organization?

2. What is your tax status? Are you a 501(c)(3) organization? If so attach a copy of your I.R.S. letter.

Tax Identification No.: _____

3. If your organization is a social welfare organization providing services or tangible items such as food or clothing, what standards do you use to verify the need of your recipients? Attach a copy of the questionnaire your recipients fill out to receive your good/services.

4. Do you coordinate your information with other social welfare government agencies to ensure accurate information?

5. If your request is for a construction/repair project for your organization, please provide the following information:

a) Describe the project:

b) The cost of the project:

c) Why is completion of this project important?

d) Are you engaging in any fundraising activities within the members of the organization or the public?

e) Have you applied for, or received, any other grants?

f) If you have applied for other grants and funding, how much have you received so far?

g) Will the contract your organization uses with vendors and contractors for your project require the purchase of materials in Audrain County and the employment of craftsman from Mexico, Missouri if the price and quality is the same as vendors and contractors outside of Audrain County?

Supporting documents attached:

Organization representative contact information:

Name: _____ Title: _____

Phone: _____ Email: _____

Organization website address: _____

GRIFFIN FAMILY FOUNDATION, INC.

DAN K. ERDEL, Foundation Manager

DKE:pm