



Chartway Promise FOUNDATION

Prior to completing this form, please refer to Chartway Promise Foundation's Grant Application Webpage to determine if your organization or entity qualifies for consideration. **Grants from Chartway Promise Foundation may only be used for programmatic support, funding for operational support will NOT be awarded.**

Organization information

Name of Organization _____

Street Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Contact Person _____ Title _____

POC phone _____ POC email _____

Organization website: _____

Program information

Name of program to be funded _____

Total budget for the program _____

How many children will benefit from this program? _____

Amount Requested \$ _____

Description of what the grant will be used for:

How many children will benefit from our grant if awarded? _____

Chartway Promise Foundation
5700 Cleveland St. Virginia Beach, VA 23462
info@chartwaypromisefoundation.org 757-233-7111
chartwaypromisefoundation.org



Have you been funded by Chartway Promise Foundation previously? _____

If yes, please state the most recent year and amount. _____

If no, how did you hear about Chartway Promise and this grant opportunity? _____

Only organizations that have a non-profit tax-exempt classification under section 501 (c) (3) of the internal revenue code may apply. *Please include your IRS letter of Determination.*

Financial Information

Please provide the following information from your most recently filed 990

1. *Copy of Parts I and II (page 1)*
2. *Copy of Part VIII (page 9)*
3. *Copy of Part IX (page 10)*
4. *Copy of Part XI (page 12)*

Submit a copy of your *total annual program budget*

Major funders that account for more than 10% of your program budget.

Please list the funder, the amount and the percentage it is of your budget.



Submit the grant application and required supplemental documents by November 15, 2023 to:

info@chartwaypromisefoundation.org.

Please use the following subject line: **2023 Grant Application_Organization Name**

If you have any questions, please call 757-233-7111 Grant Submission Checklist:

- ✓ Cover letter prepared on business letterhead outlining a description of the organization's mission and need.
- ✓ Completed Grant Application Form.
- ✓ 501(c)(3) IRS exemption determination letter
- ✓ Copy of most recent IRS form 990 (only the pages requested below)
 - Parts I and II (page 1)
 - Part VIII (page 9)
 - Part IX (page 10)
 - Part XI (page 12)
- ✓ Total annual program budget.
- ✓ Attachments or supplemental documentation, such as brochures, etc. These items cannot be returned.

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