



## GRANT APPLICATION

*Note: Application must be COMPLETELY filled out in order to be considered.*

### ORGANIZATION INFORMATION

Organization Name \_\_\_\_\_ Date of Incorporation \_\_\_\_\_

Address \_\_\_\_\_ Tax ID No. \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Website \_\_\_\_\_

Executive Director  Mr.  Mrs.  Ms.  Other \_\_\_\_\_

Exec. Director Telephone \_\_\_\_\_ Exec. Director Email \_\_\_\_\_

Contact Person/Title  Mr.  Mrs.  Ms.  Other \_\_\_\_\_

Contact Telephone \_\_\_\_\_ Contact Email \_\_\_\_\_

#### Primary Service Category (check only one)

Education  Health  Human Services  Other \_\_\_\_\_

Summarize the organization's mission (2-3 sentences) \_\_\_\_\_

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Indicate geographic service area \_\_\_\_\_

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List the clientele you serve and the number served per year (Who and how many will benefit?) \_\_\_\_\_

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## REQUIRED ATTACHMENTS

1. Current Board of Directors. Please list business addresses/occupations.
2. 501(c)(3) Determination Letter.

**Note:** The Foundation only considers applications from non-profit organizations as defined under the Internal Revenue Code and applicable regulations. The applicant must have obtained such letter prior to submitting an application and must include a copy with this application.

3. Copy of Program Budget.

*Please do not send any supplemental documents (including marketing material, annual reports, etc.) with your application. If we need further information, we will request it once we have reviewed your application.*

### Submit your completed application to:

Joseph E. & Marjorie B. Jones Foundation  
Attn: Application Processing  
P. O. Box 6677  
Annapolis, MD 21401

**Note:** *The grant application deadline is May 31st each year. All applications must be postmarked no later than May 31st, however, if the 31st falls on a Saturday, Sunday or Memorial Day, your submission must be postmarked no later than the next business day. No exceptions. All applicants will receive an "acknowledgment" email upon receipt of their application.*