

Complete this form, attach to front of proposal, and mail to: **Samuel S. Fels Fund, 1616 Walnut Street, Suite 800, Philadelphia, PA 19103-5313** or scan this form with an original signature and email with proposal to: **robin@samfels.org**.

1. **Legal name of organization:** _____

Project name (if different): _____

Legal address: _____

Preferred mailing address: _____

Web address: _____

Name and title of contact person: _____

Phone: _____ e-mail address: _____

Name of Executive Director: _____

Phone: _____ e-mail address: _____

2. **Date founded:** _____

3. **Fiscal year operating budget:** \$ _____ Fiscal year begins: _____ ends: _____

4. **Total project budget (if applicable)** \$ _____

5. **Amount requested:** \$ _____ **Purpose of grant requested:** _____

6. **Number of organization's employees:** Full time _____ Part time _____ Volunteer _____

7. **List most recent grant from Fels Fund:**

Date: _____ Amount: _____

Purpose: _____

8. **I certify that the attached copy of our determination letter from the Internal Revenue Service (IRS), which states we qualify as an organization described in both sections 501(c)3 and 509(a) of the Internal Revenue code, is still in effect.**

Signature of Executive Director: _____ Date: _____