



**The Foundation for Maine's Deaf & Hard of Hearing Children | One Mackworth Island | Falmouth, Maine 04105**

### **Institution, Organization or Program Grant Application Procedures & Guidelines**

The Foundation for Maine's Deaf and Hard of Hearing Children promotes a broad spectrum of educational opportunities and initiatives for deaf and hard of hearing children (birth – 21 years) and their families throughout the state of Maine. Our guiding principles are as follows:

*The Foundation provides financial support to Maine's deaf and hard of hearing children and programs which support the following initiatives for Maine's deaf and hard of hearing children and their families:*

- *Innovative leadership development*
- *Social development*
- *Physical and recreational development*
- *The arts*
- *Independent living*
- *Community service*

The attached application should be sufficiently complete to enable the Foundation to weigh the merits of the request in comparison to other requests the Foundation receives. Applications should adhere as much as possible to the mission of The Foundation for Maine's Deaf and Hard of Hearing Children, as stated above. First time applicants will be given consideration over repeat applicants. The Foundation does not fund personal aid technology or related services.

The application must be dated and signed by an authorized representative of the organization applying. No application will be considered from an organization unless it has been determined to be tax-exempt under Section 501(c)(3) of the IRS Code. Applicant should attach evidence of their current 501(c)(3) status.

The Foundation does not normally award grants to supplement annual campaigns for regular operations or make multiple year gifts. Having made a grant to a charitable organization, the Foundation does not generally make a subsequent grant for the same purpose. The Foundation limits its grants to charitable organizations, activities, operations or purposes, which take place only within the State of Maine. In most cases, grants will not exceed: \$1,000.

If an organization's grant proposal is denied, it should wait one year from the date of notification before reapplying. Similarly, an organization which has received a grant should expect to wait at least one year after receiving a grant before submitting another application. An organization that receives a grant from the Foundation is expected to submit a report on completion of the program, and, in some cases, a progress report.

*Checks will only be payable to institutions or programs, not to individuals.* Generally, the Board members do not meet with applicants; however, if questions arise, the Board may wish to contact the applicant by phone or email. Applicants are notified of the Board's decision within two weeks of regular meeting dates. The Foundation Board typically meets in November, January, March, May and June. Also, please note that in order to respond to special circumstances or changing conditions, the Foundation's guidelines may be modified from time to time.

**Please send your completed application and direct all inquiries to regarding applications to the following address:**

Foundation Board of Directors – Grant Applications  
The Foundation for Maine's Deaf and Hard of Hearing Children  
One Mackworth Island, Falmouth, Maine 04105

*The Foundation for Maine's Deaf and Hard of Hearing Children*

**INSTITUTION, ORGANIZATION OR PROGRAM GRANT APPLICATION**

<b>Name of Organization/Program:</b>	<b>Today's Date:</b>
<b>Contact Name &amp; Role/Title:</b>	
<b>Address:</b>	
<b>Phone:</b>	
<b>Email Address:</b>	

**Brief description of program or event for which funding is requested.**

(Please include all of the following information: program name, address, contact person, phone, email, total fee for program and dates. Please also include a program brochure with application.)

**Other funding resources accessed.**

(Please indicate what has been requested and from what other sources.)

**Date(s) of the Program or Event** \_\_\_\_\_

**Amount Requested:** \$ \_\_\_\_\_  
(Please include an invoice with the application)

**Has the organization previously received funding from the Foundation?**  Yes  No  
**If yes, when:** \_\_\_\_\_

**Describe how this funding, if granted, will be spent or allocated for the program or event:**

**Honesty Disclosure Signature:**

All information in each portion of this application is true and complete to the best of my knowledge. I understand that I may be asked to provide proof of information stated in this application. Organizations receiving funding are required to write to the Foundation following completion of the program funded to describe the merit of the experience.

I give my permission for the Foundation to use quotes from my thank you letter in future Foundation publications or mailings:  Yes  No

\_\_\_\_\_  
**Signature of Authorized Representative**

\_\_\_\_\_  
**Name of Authorized Representative**  
(Please Print)

**Date:** \_\_\_\_\_