

Paul Brown Legacy Foundation

Letter of Inquiry (LOI) Template

Instructions:

Please submit your Letter of Inquiry (2 pages max) to [foundation email].

Selected organizations may be invited to submit a full proposal.

Organization Information:

- Organization Name:
- Website:
- Executive Director/Primary Contact:
- Email / Phone:
- Tax Status: (Must be 501(c)(3) or have a fiscal sponsor)

Project Summary:

- Project Title:
- Total Amount Requested:
- Project Duration: (e.g., 12 months)

Brief Description of the Project (Max 250 words):

Explain the who, what, where, and why of your project.

Alignment with Foundation Priorities (Max 150 words):

Describe how this project supports one or more of the Foundation's funding areas.

Desired Outcomes (Max 150 words):

What impact do you hope to achieve? Include any key metrics or goals.

Additional Notes (Optional):

Include anything else you'd like us to know.