Kate Marmion Charitable Foundation

Grant Application Guide

KATE MARMION

CHARITABLE FOUNDATION

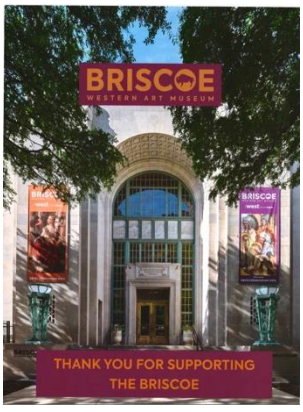
SOUTH TEXAS

Open Letter to Grant Applicants

To Our Applicants,

Thank you for your interest in funding from the Kate Marmion Charitable Foundation. The application process takes time and care, and we are committed to considering every request for funding with a thoughtful, thorough review. The Kate Marmion Charitable Foundation offers grants for designated 501 (c)(3) non-profit organizations engaged in Children's Interests, Agriculture, Southwestern American History, Culture, Art and Literature and Health Care. The Kate Marmion Charitable Foundation focuses grants in and around Uvalde, Texas and the greater South Texas geographic area.

We want help grant applicants submit a complete and compelling grant application. We have prepared this Grant Application Guide to better able grant applicants to submit complete and successful grants. We receive many grant requests from worthy organizations, and not all grant requests can or will be funded. If your grant is selected for funding, you will receive a formal notification and grant contract in writing. Funding does not imply a commitment to future award, and grant applications from any one organization will not be considered more than once in a twelve month period. If you have questions as you prepare your application, please review our website and this Grant Application Guide. If you still have questions, submit them to grants@kbmfoundation.com.



Geographic Area

The Kate Marmion Charitable Foundation serves counties in South Texas. Our specific geographic area includes the following counties:

GRANT APPLICATION AND FUNDING GUIDELINES

We are committed to conducting a thoughtful and thorough review of every application. To ensure clarity and transparency for all applicants, please keep the following guidelines in mind as you prepare your materials:

Due Diligence

We take time to understand your organization, proposed project, and funding request. Participation in this review process does not imply or guarantee funding. We are committed to conducting a thoughtful and thorough review of every application.

Competitive Process

Unfortunately, we are not able to fund every request, even when proposals are strong and aligned with our priorities.

No Commitments Without Written Confirmation

During the application and review process, the Foundation will not make or imply any commitment to fund a proposal. Funding is confirmed only through a formal award letter.

Final Funding Decisions

All decisions are final once confirmed in writing through a written notification and contract. After the contract is signed, grantees are welcome to share that they have received support from the Foundation publicly. Funding does not imply a commitment for future awards

Deadlines

The Kate Marmion Charitable Foundation considers grant requests throughout the year in the Spring, Summer, Fall and Winter. All grant materials must be received by the following dates for consideration at these meetings:

Spring	January 15
Summer	April 15
Fall	August 15
Winter	December 15

Application Instructions and Frequently Asked Questions

Who is eligible to apply for funding? Eligible applicants must be located in or directly serving a community within the Kate Marmion Charitable Foundation's Geographic Area in South West Texas. Organizations must be a 501(c)(3), public school district, government entity, or be sponsored by an eligible organization.

What types of projects do you fund? We fund projects falling in our Mission Area.

What types of requests are ineligible for funding? Ineligible requests vary by opportunity but may include direct aid to individuals, political or lobbying activities, fundraising events, and costs that fall outside the scope of allowable expenses. Many grants exclude specific expenses. Priority will be given to organizations whose operating overhead is less than 15% of charitable activities and those who are located in rural areas. As a general rule, the Kate Marmion Charitable Foundation will not fund 100% of a project, 100% of an annual operating budget or debt retirement.

How do I begin the application process? Please submit a Letter of Intent (LOI), no more than 1-2 pages. If your LOI moves forward, we'll invite you to submit the additional materials noted below.

How should I format my LOI? What should it include? Briefly describe your organization, the proposed project, how it aligns with the opportunity area, anticipated outcomes, and your estimated project budget. This helps us understand whether your project is a good fit for the next stage. Please include a copy of current IRS Letter of Determination indicating tax-exempt status.

How should I submit my LOI? Applicants should submit LOIs electronically. to grants@kbmfoundation.com. Please do not mail any materials.

Can I submit more than one LOI? Only one LOI may be submitted per organization per twelve month period.

What happens if my LOI is declined? If your LOI isn't approved, you will not be able to resubmit a second LOI this year. You may apply again next year with a new or substantially revised proposal. We understand this is disappointing, but the Kate Marmion Charitable Foundation cannot not fund all grant applicants.

I submitted my LOI and was notified my grant is advancing to a further review. What documentation is required to be submitted?

- Copy of most recent Form 990
- Copy of most recent audit (if available)
- Organization budget
- Project budget, including specific line items, other funding sources, and how the Kate Marmion Charitable Foundation funding will be allocated
- Annual Report (if available)
- Balance Sheet for the Last Full Year
- Profit and Loss Statement for the Preceding 3 years
- Any relevant additional information (e.g., photos, invoices, plans, or other documents related to your project) may be attached as a single file
- If there is an Endowment Fund or Supporting Organization, financial disclosures related to its size and distributions received
- Other Major Donors to the Grant Applicant and Amounts Donated
- List of Highest Compensated Officers, Directors and Employees and Total Compensation

My organization received a grant previously, submitted my LOI for follow up funding, and was notified my grant application is advancing for further review. Do I need to provide all of the above documentation? No. You do need to provide:

- Copy of most recent Form 990
- Copy of most recent audit (if available)
- Project budget, including specific line items, other funding sources, and how the Kate Marmion Charitable Foundation funding will be allocated
- Annual Report (if available)
- Balance Sheet for the Last Full Year
- Profit and Loss Statement for the last year
- Other Major Donors to the Grant Applicant and Amounts Donated

Does the Kate Marmion Charitable Foundation fund Endowments? The Kate Marmion Charitable Foundation does not generally consider endowment requests.

Can I request multi-year funding? Multi-year funding may be considered for projects where additional time is necessary to carry out the proposed work or for larger grants.

Can my organization apply using a fiscal sponsor? Organizations that do not meet tax-exempt requirements may apply with a fiscal sponsor. The sponsor must provide required documentation and participate in the Foundation's due diligence process.

What are the reporting requirements if awarded? Grantees should expect to report on the outcomes and activities described in their application, along with a plan-to-actual budget and brief narrative explaining any variances. In some cases, we may request additional project-specific information, which will be communicated to the recipient. Accountings are due twelve months from the receipt of the grant.

Who should I contact with questions? Applicants may submit questions to grants@kbmfoundation.com.