

Basic Format

-Your Letterhead- (Organization Name...Etc.)

Date: 00/00/00

From: Name & Address Grant Applicant, Contact Info, et al.

To: Baiardi Family Foundation, Inc.

Re: Nature of Grant Application

Paragraph Text...Please provide us with a *brief and to the point narrative* describing your grant request, including the amount (\$) requested.

*Additional Documentation Required:

IRS Determination Letter indicating your organization's 501(c)(3) status.

Signature and Title