



## The Denver Post Ride The Rockies/Denver Post Community Foundation Grant Program

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### Letter of Intent Information Needed

**Application fields:** applicant enters info

\* = required

*Organization Name	Text	
*EIN #	xx-xxxxxxx	
*Phone	xxx-xxx-xxxx	
*Email		
*Website		
*Mission	Text	
*Physical address	Address, City, St, Zip	
*Mailing address	Address, City, St, Zip	
*Main contact for the application - First	Name – text	
*Main contact for the application – Last	Name – text	
*Main contact title	Text	
*Main contact phone	xxx-xxx-xxxx	
*Main contact email		
*Date application submitted	Date	

- **Organization background: (600 words)**
- **Clearly state the reason for the request, what guideline you are interested in and how the funds will be used (600 words)**
- **Demographics and geographic area served (600 words)**
- **Description of the organization’s most recent program impact (600 words)**

***Attachments required:***

- **Budget for entire organization for the fiscal year of the program or operating request**
- **Program Budget for fiscal year of the program request (only if you are asking for program support)**
- **Year-to-date financial statements including a balance sheet and income statement**
- **IRS Federal tax-exempt letter**