

# VERNA O. CANOVA FOUNDATION

## GRANT APPLICATION

- 1) Name and Address of Applicant:\_\_\_\_\_
- 2) Contact Person with address phone number and email address:\_\_\_\_\_
- 3) Summary of the organization's mission:\_\_\_\_\_
- 4) Summary of the grant request, including the amount thereof:\_\_\_\_\_
- 5) Enclose a narrative limited to three pages and signed by an appropriate officer or director of your organization which explains the purpose, need, population served in the Lehigh Valley, anticipated community benefit and other particulars of your proposal which you deem pertinent to enable the foundation to review its merit.
- 6) Organization's documents required to accompany this grant application:
  - A) Articles of Incorporation (if previously submitted, only later amendments are required);
  - B) By-Laws (if previously submitted, only later amendments are required);
  - C) A list of the name and address of the organization's current officers and directors;
  - D) Current IRS Determination Letter;
  - E) Current budget;
  - F) Last filed IRS Form 990 (*this is necessary to process your application*); and
  - G) Latest available financial statement.
- 7) Sign and mail this form together with the above requested material to the below address by the end of February:

The Verna O. Canova Foundation  
c/o Kristen Dean  
23 Summer Street  
Cohasset, MA 02025

By:\_\_\_\_\_