

The Christopher Ludwick Foundation

GRANT APPLICATION FORM

The Christopher Ludwick Foundation is named for Christopher Ludwick (1720-1801), Baker General of the Army of the United States during the American Revolution, whose estate provided a trust “for the schooling and education gratis, of poor children of all denominations, in the city and liberties of Philadelphia, without exception to the country, extraction, or religious principles of their parents or friends...” For two centuries the Ludwick trustees have fulfilled this mandate, and applications for projects meeting these guidelines are accepted annually between February 1 and March 31. The Board of Trustees meets in May and awards are usually announced on or about June 1. In certain circumstances, the Board of Trustees may consider multi-year grants to institutions with a long-established relationship with the Foundation.

INSTRUCTIONS FOR FILING APPLICATION

The original of this form and **fifteen** (15) photocopies should be submitted to the Foundation at the address shown below, together with **one** copy of each of the following documents for the applicant organization:

- (1) its most recent IRS not-for-profit determination letter
- (2) an audited financial statement for its most recently completed year of operation
- (3) its current fiscal year budget
- (4) its charter and bylaws
- (5) a list of its managing Board of Directors.

Failure to supply one or more of these documents may disqualify the application. One set of other supporting documentation (such as annual reports and press clippings) may also be submitted but will not be returned.

Mail the completed application, together with supporting documentation, to:

Trina Vaux, Secretary
The Christopher Ludwick Foundation
P.O. Box 1313
Bryn Mawr, PA 19010

Successful applicants will be required to file a status report on or before March 31 of the year following the grant. See “Status Report” on the Foundation website for additional information.

Applications must be received between February 1 and March 31. Applications received before February 1 or after March 31 will not be considered.

Applications must be submitted on the Foundation’s Grant Application Form and responses must be limited to the space provided. Please do not use any type size that is smaller than 10 points.

The Christopher Ludwick Foundation

2011 Grant Application

Name of Organization _____

Address _____

Website _____

Executive Director _____

Current Board President _____

Primary Contact _____ Title _____

Phone _____ Fax _____

E-mail _____

General information about your organization

When was your organization founded? _____

What is its stated purpose/mission?

What is your organization's annual operating budget? \$ _____

Please list the organization's three largest funders during the past fiscal year, and the grant amounts:

_____ \$ _____

_____ \$ _____

_____ \$ _____

Project for which funds are being requested

Describe the project or program for which funds are being requested. Please be as specific as possible and limit your response to the space provided.

Spcifically describe how this project will advance *the education of poor children in the City of Philadelphia* (the only purpose for which grants will be made).

Approximately how many children will be served by this project? _____

What is the total budget for the project? \$ _____

Is this a new project or a continuation/extension of an existing program?

New Project Continuation/Extension

Describe the relationship that your organization has with the School District of Philadelphia and how the program assists students directly in their school curriculum.

Amount requested

Amount requested from The Christopher Ludwick Foundation: \$ _____

Have you previously applied for a grant from The Christopher Ludwick Foundation? Yes No

Have you previously received a grant from The Christopher Ludwick Foundation? Yes No

List other entities supporting the project (including support that has been applied for but not yet approved)

Outcomes

How will the project's success be measured? If the project is an extension or a continuation of an existing program, how has the program's success been measured to date?

When is the project expected to commence?

When does the organization expect to evaluate the results of the project?

Signature

Title: _____

Date: _____