



# Community Grant Application

## Information Uploaded from Letter of Interest

### **Organization Information**

Organization Name: (Legal Name)

Street Address:

City, State and Zip Code:

Tax ID/EIN:

Website:

### **Executive Director**

First Name, Last Name:

Phone:

Executive Director Email:

Director of Development Email:

Name/Email of person submitting LOI:

**Request Name:**

**Request Summary:** (maximum 500 characters)

**Request Amount:**

**Geographic Areas Served by Program/Project:**

**Total Budget for this Program:**

**Organization Summary:** (Maximum 500 characters)

**Optional Additional Information:** (Maximum 2,000 characters)

## **Program or Administrative Contact Information**

First Name, Last Name

Title

Phone

Email

**Have you received funding from The Allergan Foundation in the prior year? If yes, please indicate the amount and year funded:**

**Program/project period:** (i.e. June 2019-June 2020)

**Number of people served by program/project:**

**Do you have other funders committed for this program/project?** If yes, please provide the names of your **major** secured funders and the amount awarded as well as the total amount of the secured funding.

**Please use figures from your most recent audited financial statement for the information requested below:**

**Total Income:**

**Total Annual Expenses:**

**Net assets, unrestricted:** (Excluding fixed assets, such as equipment, property and buildings)

**Program Request Detail:** (Please provide a description of the proposed use of the funds. (maximum 2,000 characters))

**Attachments:** Please upload the information requested below:

List of current Board of Directors

List of corporate and foundation organization supports (and their contribution amounts) from the past year.

Organization's most recent audited financial statement in its entirety with all opinions, addendums, etc. If the financial statement attached is not audited, please explain why.

Organization's most recently filed tax return

Organization's annual budget (revenues and expenditures)

Detailed budget for program/project to be funded

Copy of organization's information brochure (if available)

**Additional Documents** - You may upload further information or materials to complement your answers above. **Please note: Any documentation provided here is not to be used in place of narrative responses above.**

**Note:** This sample of The Allergan Foundation Community Grant Application is for reference use only and not meant to be printed and submitted by mail. Community Grant Applications are extended by invitation upon the approval of a Letter of Interest (LOI). For 2019, LOIs will be accepted from May 1, 2019 – May 24, 2019 via a link found on the Allergan Foundation's website at [www.allerganfoundation.org](http://www.allerganfoundation.org). Please refer to the website for additional information.

**Technical Assistance:** If you have technical questions or encounter any difficulties while completing the LOI online, please contact our administrator, Foundation Source, at [premiersupport@foundationsource.com](mailto:premiersupport@foundationsource.com).