

COLUMBIA FOUNDATION APPLICATION COVER SHEET

APPLICANT:

DATE:

MAILING ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

FAX:

EXECUTIVE DIRECTOR:

E-MAIL:

PHONE:

WEB SITE:

YOUR ORGANIZATION IS A: ☐ 501(c)(3) nonprofit
(choose one)

☐ Public agency

☐ Sponsored project of another 501(c)(3) nonprofit

YEAR FOUNDED:

FISCAL SPONSOR (if applicable)* :

MAILING ADDRESS:

CITY:

STATE:

ZIP:

CONTACT:

TITLE:

PHONE:

E-MAIL:

** A fiscal sponsor is a nonprofit organization or public agency that permits an organization that does not have tax-exempt status to operate under its auspices. If you have a fiscal sponsor, complete this box AND attach your fiscal sponsor's IRS tax-exempt letter.*

FISCAL YEAR DATES:

TOTAL ORGANIZATION BUDGET: Current FY \$

Prior FY (actual) \$

PROJECT TITLE (if applicable):

PROJECT CONTACT:

PHONE:

E-MAIL:

COLUMBIA PROGRAM AREA: ☐ Arts & Culture
(choose one)

☐ Human Rights

☐ Food & Farming

AMOUNT REQUESTED:

TIME PERIOD:

Request is for ☐ general organizational support or ☐ a specific project. PROJECT BUDGET:

PROJECT TIME PERIOD:

Request is for ☐ new or ☐ continued support of a project or program funded by Columbia.

For all requests for continued support, include an update on the program currently funded by Columbia and a rationale for continued support.

AUTHORIZATION TO SUBMIT GRANT APPLICATION (no signatures necessary)

Click here to verify that you are legally authorized to submit an application on behalf of your organization/project.

NAME:

NAME:

name of executive director

authorized officer of applicant's board of directors
(not applicable for fiscally sponsored projects)

DATE:

DATE:

TITLE:

Letter of Inquiry (LOI)

In four pages or less, describe the goals of the organization and/or project, the plan of action (specific strategies and activities), the amount of funds needed, the time frame, and the methods to be used for evaluating the work.

Governance

List the officers and members of the board of directors.

Staff

List the names and contact information for the key leaders of the organization and the project.

Funding (up to 2 pages)

List funds secured and pending for the organization and project.

Funding (continued)

Attach the following documents, along with this LOI form, to your email message:

1. Project and organization budget (for personnel, list each salary as a separate line item)
2. Articles or reports (up to two articles or reports)
3. For requests for continuing support, include an update on the program previously funded by Columbia and a rationale for continued support.

* For London-based programs, make your application to Columbia in British pounds with the U.S. dollar equivalent in parentheses.

This LOI form (and attachments) should be sent as attachments to an email to loi@columbia.org by the appropriate application deadline. If you have any questions, or do not receive an email confirming receipt of your LOI within a week following the application deadline, contact Alex Hoskyns-Abrahall at alex@columbia.org.