



# MDRT FOUNDATION

## 2020 Quality of Life Grant Application Process

### **STEP 1: Letter of Inquiry (LOI) questions**

- Project Name
- Project Summary
- MDRT member name
- MDRT ID#
- MDRT member email
- Are you registered as a not-for-profit organization that operates for charitable purposes?
- Is your organization sectarian or faith-based?
  - Yes and our programs are restricted to those who follow our faith.
  - Yes and our programs are available to anyone regardless of their faith.
  - Yes and our programs include faith based messaging and education.
  - No, our organization is non-sectarian
- Is your request for an individual, donor-advised fund, or foundation that re-grants funds?
- Is your request for a sporting event, fundraising/special event, endowment or capital campaign?
- Is your request for a scholarship fund?
  - If you answered Yes, please tell us more about the focus of the scholarship program.
- MDRT Member's Involvement with your Charity
  - How long has the MDRT member volunteered with your organization?
  - How many hours per month does the MDRT member volunteer with your organization?
  - What is the role of the MDRT member in your organization? What is their area of responsibility as a volunteer?
  - Please tell us about the MDRT member's most significant results as a volunteer for your organization. How have they impacted your work?

### **STEP 2: Application questions**

- A) Organizational Background
- Mission Statement
  - Organizational Focus
    - Animals and/or environment
    - Arts
    - Children
    - Education
    - Food insecurity
    - Health and wellness
    - Homelessness
    - Human services
    - Medical research
    - Mental health
    - Persons with disabilities
    - Seniors
  - If none of the above describe your organization, please indicate your primary charitable focus.

B) Funding Request

- Project Name [information provided in Letter of Inquiry submission, but you can edit]
- Project Summary [information provided in Letter of Inquiry submission, but you can edit]
- Measurable Outcomes
- Total Project Cost (in U.S. Dollars)
- Amount Requested (in U.S. Dollars)
  - *Note: Quality of Life grants range from USD 5,000 to one top annual award of USD 50,000.*
- Geographic Area
- Scope of Impact
  - Does this project impact one specific local community or region, or do the serves span across a country or multiple countries?

C) Organizational Documents and Financials

- Documentation of charitable status  
*If based in the United States, upload your organization's IRS determination letter showing classification as 501(c) 3. For organizations located outside the United States, provide documentation from your government which indicates you are operating for charitable purposes.*
- Annual Budget (in U.S. Dollars)  
*What is your organization's annual operating budget?*
- Financial Statement  
*Upload your most recent audited financial statement. If you do not have audited statements, please provide a current balance sheet or statement of income and expenses.*
- Project Expenses (in U.S. Dollars)  
*If you were to receive a grant from the MDRT Foundation, please specify how the funds will be used. Staff salaries are an acceptable expense if they are specific to a program area. The MDRT Foundation prioritizes funding salaries for program areas over salaries of administrative and fundraising staff.*

D) Letter of Recommendation from MDRT member

- Provide a letter of recommendation from the endorsing MDRT member

**\*\*Guidelines for the MDRT member:** This is your opportunity to tell the review committee why you care about this issue or organization, and how volunteering for this organization has impacted you. Your letter will be evaluated as a component of the application.

Your letter should answer at least one of the following questions:

- Why do you care about this charity?
- Why do you think the MDRT Foundation should fund this charity? If you are familiar with the specific project for which they seek funding, tell us about why we should fund this project in particular.
- Do you have a personal connection to the issue or population that the charity is addressing?

Recommended letter length: 1 page (350-500 words)

E) Organization's Qualifications

How is your organization qualified to address the issue? What is your expertise or experience in this programmatic area?

F) Telling your organization's story

- Photo – *Upload a photo of your program in action*
- Additional Photo or Video
- Client Story – *Tell us about your program's impact*