

**THE MARGARET L. WENDT FOUNDATION**

**111 GENESEE STREET, SUITE 304, BUFFALO, NY 14203**

**716 855-2146**

Receipt is acknowledged of your request for information on guidelines and deadline dates for funding proposals. The Margaret L. Wendt Foundation generally makes grants to tax exempt religious, charitable, educational and scientific organizations in the Western New York area. It does not make grants to individuals, such as scholarship assistance.

Enclosed is our application form, which should be mailed together with **four** sets of the following:

1. Your proposal. The proposal should give a brief description of the background and the purpose of the organization, state the need or problem being addressed, outline the project, and indicate the total amount being requested from The Margaret L. Wendt Foundation.
2. A detailed budget for the specific project or program.
3. Copies of your organization's last three years' audited financial statements, if available, and if not, an explanation, viz., you are a new organization.
4. A copy of the organization's most recent Federal (IRS) determination letter must accompany your proposal. Grants are limited to organizations, which are defined as tax exempt under Section 501(c)(3) of the Internal Revenue Code.
5. A list of your current officers and directors.

Again, be sure to send us **four** sets (one copy of each of the above in each set) of all materials you submit. Please submit your proposal **without the use of binders or covers**. It is advised to send all paperwork USPS (**no signature required**) instead of FedEx or UPS. **NO HAND DELIVERED APPLICATIONS WILL BE ACCEPTED AT THIS TIME.**

All proposals are initially reviewed by the Trustees at the quarterly meeting following receipt, to determine whether they fall within the Foundation's areas of interest and current funding. Proposals having significant individual merit, as well as relevance to Foundation goals and objectives are then held for personal virtual interview of the applicant and possible final action by the Trustees in conjunction with their next quarterly meeting.

Requests for a grant must be in our hands by August 1, 2022, to be considered at the next quarterly meeting of the Trustees.