**LETTER OF INQUIRY CONTENT**

The three content sections of the LOI may be reviewed below. The General Information and Geographies and Priorities sections must be completed and submitted in the online form. The Narrative section may be submitted in writing in the form **OR** in a 5-minute video shared in a link via the form. Please read [these tips](https://ellbogenfoundation.org/wp-content/uploads/2023/07/JPEF-Letter-of-Inquiry-Tips_2023.docx) for developing a successful LOI.

1. **General Information**
	* Date
	* Legal Name of Organization
	* Contact information
	* EIN
	* Website
	* Applicant Contact, Title and contact information
	* Mission Statement
	* Grant Funds Requested from the Ellbogen Foundation
	* Total Project Costs (or total organizational budget for general operating grant requests)
2. **Geographies and Priorities Identification**
	* The Ellbogen Foundation prioritizes funding for initiatives and activities that serve the state of Wyoming or a region of the state. Occasionally, funding will be granted to particularly innovative or enterprising initiatives or activities that serve only a single community. Please check the boxes of the geographic area served by your proposed grant work.
	* The Ellbogen Foundation prioritizes work in the following areas. Please check the boxes of those priorities that your grant work aligns with:
		+ Basic needs (food, housing, transportation, healthcare, wellbeing)
		+ Education (early childhood through post-secondary)
		+ Quality teaching
		+ Financial responsibility and personal self-sufficiency
		+ Civic education and engagement
3. **Narrative**Please note that narrative content limits are for characters – including spaces – and not words. You may check total characters including spaces in Microsoft Word or a similar program.
	* Tell us about your organization. Who do you serve and why?
	1,500 characters
	* What are you applying for and how much?
	750 characters
	* The Ellbogen Foundation seeks to understand the needs of the people it serves and funds impactful work that addresses those needs. Describe the need(s) you are trying to address with this funding. What will this grant help you do?
	1,250 characters
	* The Ellbogen Foundation recognizes that collaboration and partnership are critical to achieving impact. What is your partnership philosophy?
	1,000 characters