



BROWN RUDNICK

THE BROWN RUDNICK  
CHARITABLE FOUNDATION CORP.

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February 4, 2019

To: Tax-Exempt Organizations Working to Improve Inner-City Education  
in Boston, Hartford, London, New York City, Orange County, CA, Providence or  
Washington D.C.

Re: *Invitation to Submit a Letter of Interest in 2019-20 for a Foundation Relationship Grant.*

Dear Friends:

We are inviting letters of interest for the Foundation's 2019-20 Relationship Grant awards.

We appreciate that most tax-exempt organizations are compelled to devote extraordinary energy in pursuit of funding from all available sources, often with little real chance of success. We do not want to *add* to your burdens. Therefore, if you would like to apply for a grant, we presently seek only a brief letter of interest. After reviewing these letters, we will invite a small number of the most promising grant candidates to submit a more detailed proposal.

*Contents of the Letter of Interest.*

Before preparing your letter, **please review information** about the Foundation and our Relationship Grant Program on our website.

We will accept letters of interest that are **in a PDF format** and no longer than two pages total (this *includes* any attachments or exhibits). The letter should succinctly and clearly contain the following information:

1. Identification of the organization (to extent that it is not already on the letterhead).
  - a. Organization name.
  - b. Main address, phone number, e-mail and website.
  - c. Contact person (title, address, phone and e-mail if different than main address).
  - d. IRS tax exempt status.
  
2. Narrative description of your educational proposal, including:
  - a. How your proposal will address the most important needs and improve inner-city education for specific, identifiable individuals?
  - b. How do you know it will work and that your organization is the one to make it work?
  - c. What is the anticipated cost to achieve those results (and how much are you seeking in your grant from the Foundation)?

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3. If you wish, one or two additional things that you think would be essential for us to consider.

## Deadlines and Address

If interested, please submit a letter of your interest in applying for a Brown Rudnick Charitable Foundation Relationship Grant. Only those letters of interest received by the Center for the Public Interest no later than **4:00 p.m. EST on Friday February 22, 2019** will be considered. So long as they are received by the deadline, these letters may be sent in any of the following ways:

- E-mail to: Center@brownrudnick.com
- Fax to: 617-289-0636; or
- Mail to: Center for the Public Interest  
Brown Rudnick LLP  
One Financial Center  
Boston, MA 02111

For those who wish to apply, we look forward to receiving your letter of interest as we seek to determine how our Foundation can be most impactful in improving inner-city education in the year ahead.

Sincerely,

**ALBERT W. WALLIS**