

**Richard and Susan Smith Family Foundation  
Mid-Sized Capital Grants Program Letter of Inquiry (LOI) Questions**

**Contact Information**

**First Name of Person Submitting LOI**

**Last Name of Person Submitting LOI**

**Title of Person Submitting LOI**

**Email of Person Submitting LOI**

**Phone Number of Person Submitting LOI**

**Phone Extension of Person Submitting LOI**

**Notifications about this LOI will be sent to this email address**

**Organization Overview**

**Legal Name (if different than Organization Name)**

**Does the organization have a fiscal sponsor?**

[If yes, please enter their name and IRS Tax ID (EIN) number]

**Please select your organization type.**

[Select one: Public Charity, Government Agency, Other]

**If you selected "Other," please explain why.**

**Issue Area**

[Select one: Cultural Vitality, Economic Mobility, Education, Health, Human Services, Youth Development, Other]

**Organization Website**

**Annual Operating Budget (for current year)**

**Year Founded**

**Number of People Served Annually**

**Geographic Areas Served**

(Please select all that apply: Greater Boston, Brockton, Chelsea, Fall River, Lawrence, Lowell, Lynn, New Bedford, Other)

**Please provide a list of cities, towns, and/or neighborhoods served that are not captured above.**

**Organizational Mission Statement (100 words max.)**

**Please provide a concise description of your organization, its programs and services, and the population served. (300 words max.)**

**Project Description**

**Please provide a brief description of the capital project you would like the Foundation to consider. (300 words max.)**

**Total Project Cost**

**Remaining Need (must be \$250,000+)**

**Amount Requested**