

# **THE RICHARD SIEGEL FOUNDATION**

## **GRANT APPLICATION PROCEDURES FOR 2023**

### **Mission:**

Mr. Richard Siegel's desire for the Foundation was that programs receiving grants from the Foundation would promote high moral and ethical standards and be available to all children regardless of race, religion, or national origin.

The Charter of the Richard Siegel Foundation sets out the following goals and purposes to guide the Trustees in the selection of grant recipients:

- (1) Improving the overall quality of public education** in the City of Murfreesboro, Tennessee, and Rutherford County, Tennessee, by increasing community involvement in public education, encouraging imaginative and creative approaches to educating public school students, stimulating optimism in teachers and inspiration in students, and generating energy and enthusiasm within the community in support of the public schools;
  
- (2) Promoting the development of young people and families through recreation** in Rutherford County, Tennessee, such as the development of city parks like those planned on land donated to the City by Mr. Richard Siegel.

Each grant request will be considered equally. Please note that there is a maximum award amount of \$10,000, and grants awarded in 2022 ranged from \$1,000 to \$10,000.

### **Special Instructions for Schools:**

Any grant application from a Rutherford County or Murfreesboro City School, or any organization or group within a school, must be submitted by the school's principal. Suppose multiple grant requests are submitted in one year from the same school. In that case, the school's principal must provide the Trustees with his or her prioritization of the multiple requests in a separate letter.

### **Application General Information:**

Grant applications must be submitted in a written format limited to a cover page and a total of five pages comprised of the following general guidelines:

- Provide a cover sheet with the organization name, address, the type of grant being requested, the amount being requested, and the point of contact's name, telephone number, and email address.
- Describe the school/organization, its programs, and recent accomplishments.
- List of the organization's Board of Directors members and their affiliations. It is not required of City or County Schools.
- List of the organization's other and past supporters.
- Submit a copy of the organization's federal tax exemption letter. (This information is not included in the total pages.) It is not required of City or County Schools.
- Applicants may be requested to provide financial information regarding their project and/or organization.

**This required information is needed for grants pertaining to improving the overall quality of public education:**

- What is the total budgeted cost of this educational project?
- Are there other sources of matching funds for this project?
- Will this project be completed, or are there subsequent phases?
- What grades will use this educational project?
- What is the expected life of this project?
- How will this grant improve the overall quality of public education outlined in objective number one above?

**This required information is needed for grants pertaining to recreation:**

- What is the total budgeted cost of this recreation project?
- Are there other sources of matching funds for this project?
- Will this project be completed, or are there subsequent phases?
- How will this recreation project be used?
- How will the recreation project be maintained?
- What is the expected life of this project?
- How will the project promote the development of young people and families through recreation outlined in objective number two above?

**Deadline for Applications:**

Grant applications must be received at the email below **no later than July 3, 2023. If the grant application does not provide all the general and specific information required, the Trustees might not consider the grant application.**

Reminder: all organizations, OTHER THAN schools, must submit a copy of the organization's federal tax exemption letter.

**Contact Information**

Questions may be addressed to Gina King at [RichardSiegelFDN@firstbankonline.com](mailto:RichardSiegelFDN@firstbankonline.com) or (615) 499-5540.

The grant proposal should be emailed to FirstBank at [RichardSiegelFDN@firstbankonline.com](mailto:RichardSiegelFDN@firstbankonline.com). You will receive a confirmation of receipt reply. If you do not receive a confirmation of receipt, please contact Gina.