



**The Couch Family  
FOUNDATION**

**LETTER OF INTENT**

Organization Name: \_\_\_\_\_

Tax Exempt Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Website: \_\_\_\_\_

Brief description of your organization's work and mission (3-5 paragraphs):

The funds being sought are to be used for (3-5 paragraphs):

Total project budget (including anticipated sources of income and projected expenditures):

Funding amount requested:

How long has your organization been in operation?

What percentage of donations goes directly to your mission versus overhead/admin?

From who do you receive significant funding support (please list)?

Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_