The Long Beach Navy Memorial Heritage Association
Letter of Intent - Sample

*Letter of Intent can be submitted at longbeachcf.org or https://www.grantinterface.com/Home/Logon?urlkey=longbeachcf*

Because of limited resources, only a small number of applicants will be invited to submit a full proposal. It is important to note that being invited to submit a full proposal is neither a guarantee nor a commitment of funding.

If your LOI is approved, you will be invited to continue in the application process and asked to submit a full proposal.

**Organization Information**

**Organization Name**
*Character Limit: 50*

**Type of Organization**
- 501c3 Nonprofit Organization
- Educational Institution
- Government Entity
- Other

**Corporate Designation Type**
(if applicable)
Please answer this question only if you chose “Other” under Type of Organization
*Character Limit: 50*

**EIN**
(if applicable)
*Character Limit: 20*

**Organization Address**
Organization Address*
Organization City*
Organization State*
Organization Zip*

**Organization Website**
Project Information

**Project Name***
Please provide a brief name for your project.
*Character Limit: 50*

**Grant Amount Requested***
Grants are available between $5,000 and $50,000
*Character Limit: 20*

**Is the project/property located in the city of Long Beach***?
If no, your project will not qualify for funding
- YES
- NO

**If this project is for a building, is building historically landmarked by the City of Long Beach?***
If no, you may not qualify for funding
- YES
- NO

**Project Description***
Below, please provide the following information:
- Description of the proposed project, specifying its address and historic designation, if applicable
- Names and positions of the people responsible for the project LOI LBCF
- Description of the public benefit the project provides
- Description of how the proposed project addresses the Secretary of the Interior’s Standards for the Treatment of Historic Properties (available at website: https://www.nps.gov/tps/standards.htm)
- Identification of other sources of project funds

**IRS Designation Letter**
if applicable
*File Size Limit: 2 MB*

**One-Page Project Budget***
including other committed and/or potential revenue sources

Submitted By

Salutation of Individual*
First Name of Individual*
Last Name of Individual*
Submitter’s Title*
Submitter’s Email*
Submitter’s Phone Number*