

THE HUDSON FOUNDATION  
C/O Gillian B. Schair  
*P.O. Box 402*  
*Portland, ME 04112*

A Charitable Private Foundation

---

CHARITABLE GRANT APPLICATION

**I. INFORMATION ABOUT APPLICANT ORGANIZATION:**

Name \_\_\_\_\_

Date incorporated or organized \_\_\_\_\_

Address \_\_\_\_\_

Tel. # \_\_\_\_\_

EIN # \_\_\_\_\_

Contact person \_\_\_\_\_

**II. INFORMATION ABOUT CHARITABLE PROJECT  
FOR WHICH FUNDING IS REQUESTED.**

Description of charitable project \_\_\_\_\_

What is the specific purpose of your charitable project? (Details should be appended.)

Financial assistance requested \_\_\_\_\_

What is the proposed budget for this charitable project? \$ \_\_\_\_\_  
(Please attach a detailed budget.)

What is your deadline on this request? \_\_\_\_\_

### III. TERMS AND CONDITIONS OF GRANT

Applicant hereby gives written assurance to The Hudson Foundation (The Foundation) that:

- 1) Applicant has either (i) been recognized by the Internal Revenue Service as a tax-exempt, non-profit organization under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code") and as not a private foundation under Code Section 509(a) (please attach a copy of your most recent Internal Revenue Service tax determination letter) or (ii) is a church, synagogue or governmental unit under Code Section 170(b)(1)(A)(i) or (v), respectively, exempt from filing for tax exemption recognition, and will provide evidence that the funds will be used for and remain dedicated to the required exempt purpose under Code Section 501(c)(3). Applicant agrees to provide copies of its annual information returns for the last three (3) years, or financial statements for the last three (3) years, in order to document its continued charitable status. If the Applicant has been in existence for less than three (3) years, it should provide copies of its annual information returns, or financial statements, for all years of existence.
- 2) All of the grant funds under this Application will be used for, and only for, the specific charitable project described above, and not for any political or personal purpose. Use of any portion of the grant funds, including any interest earned thereon, for any other purpose must have the prior written approval of The Foundation.
- 3) Upon the request of the Directors of The Foundation, Applicant agrees to furnish annual written reports to the Directors of The Foundation on the manner in which the grant funds were spent and the progress made in accomplishing the grant's purpose.
- 4) The grant funds will be used in accordance with the budget submitted with this application. Applicant shall furnish a final report upon completion of the project described above.
- 5) The filing of this Application has been authorized by the Board of Directors of the Applicant or such other authority of the Applicant acceptable to The Foundation. (If applicable, please attach a copy of the action taken by the Board of Directors and a current list of your Board of Directors.)

I, \_\_\_\_\_, do attest that the information contained in this application and in any attachments made as part of this application are true and correct to the best of my knowledge.

\_\_\_\_\_  
Signature of Authorized Representative

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

## THE HUDSON FOUNDATION

The Hudson Foundation (The Foundation) is a private foundation incorporated under the laws of the State of Maine on August 2, 1993.

The Foundation is authorized by the Internal Revenue Service to make grants and contributions to certain other charitable organizations.

No application will be considered from an organization unless (i) it has been recognized as tax-exempt under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), and as not a private foundation under Code Section 509(a) or (ii) it is a church or synagogue as described in Code Section 170(b)(1)(A)(i), or (iii) it is a governmental unit described in Code Sections 170(b)(1)(A)(v) and 170(c)(1). The Foundation will need evidence of this for its files at the time of application for a grant. Grants are not made to individuals, nor for scholarships, fellowships or travel, nor in the form of loans.

A charitable organization which receives a grant from The Foundation is required to submit a report on completion of the program for which funds were granted, and, in some cases, in the discretion of the Directors of The Foundation, a progress report of the program at certain stages.

The Directors of The Foundation will meet at least three times each year to consider requests for grants. The meetings will occur in January, May, and September of each year. Requests for grants should be submitted by the fifteenth of the month prior to a meeting (December 15, April 15, August 15). The Foundation would like to have a short, standard form filled out for its files, in addition to any other information the applicant wishes to submit. Forms are available on request.

Materials submitted to the Foundation should be sufficiently complete to enable The Foundation to weigh the merits of the request in comparison to others The Foundation may receive. Besides the written material, it is possible the Directors may wish to arrange a meeting with an applicant to discuss the needs more fully. Any grant application must include a current Board of Directors list. The Foundation reserves the right to request follow-up information from the grantees.

The Directors of The Foundation are Gillian B. Schair, Erica M. Schair-Cardona, Justin H. Schair, Annemieke L. Schair, Leslie N. Cohen, and Cindy Fernandez.

Letters and grant requests should be addressed to The Hudson Foundation, c/o Gillian B. Schair, P.O. Box 402, Portland, Maine 04112

If there is a question about the appropriateness of a particular project for funding, the office is open during the day. The telephone number is (207) 865-9790, and the caller should ask for Gillian B. Schair.

All items listed must be included for an application to be in compliance and considered complete. Information not provided will be requested and must be provided before a grant is disbursed.

- Signed application
- Copy of IRS Tax Exempt Status letter
- Recognized as not a private foundation
- Tax returns, or relevant financial information for three years prior to grant request
- List of all board members
- Board resolution approving application filing
- Optional: any other supporting information

*For office use*

*Check off completed by:*

*Date:*

The Hudson Foundation, a private foundation incorporated under the laws of the State of Maine on August 2, 1993 now requires the following criteria for applicants to be considered for grant awards. The Internal Revenue Service has approved a change in criteria.

The Board of Directors requires organizations to meet one or more of the following criteria:

- 1) Locale: the six New England states
- 2) Projects related to medical research and service
- 3) Organizations providing direct service to individuals
- 4) Projects that serve the handicapped or disadvantaged
- 5) Anti-bias education
- 6) Religious organizations