September 2017

Dear Non-Profit Agency,

The Richfield Foundation is accepting applications for grants from Richfield organizations and those that serve Richfield residents. Enclosed is an application for funds. In 2017, the Foundation will award approximately $18,000 total in grants, ranging from $500 to $2,000 each, including the Big Ideas Grant in the spring and summer.

The priorities of the Richfield Foundation remain:

**Successful Kids – Secure Families – Strong Community**

Most applications do meet this basic standard; for additional insight into a successful application, we encourage you to see the attached document: *“How Does the Richfield Foundation Decide How to Award Funding?”*

If you wish to apply for funds from the Foundation, please fill out the application and return it and a cover letter to Susan Rosenberg. **The deadline for receiving the application is October 31, 2017.** Applications will be reviewed by volunteers, so it helps to be as succinct and complete as possible.

**Please send all applications electronically to** **richfieldfoundation@gmail.com****.**

If you cannot send electronically, please mail to:

Susan Rosenberg
Richfield Foundation
6633 Thomas Avenue South
Richfield, MN 55423

Grant determinations will be made in November. Notice with status of your proposal will be sent to your organization by November 30, 2017. The checks will be given to grantees at the December 12, 2017 Richfield City Council Meeting at 7:00 p.m. at the Richfield City Hall. If a grant is awarded to your organization, we ask that a representative attend this meeting.

If you have any questions or concerns about the grant process, please do not hesitate to call me at
612-203-9138 (cell) or 612-866-2683 (home).

Thank you,
Susan Rosenberg