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## Letter of Inquiry—Fall 2009

Due to the limited funds available for new grants in 2009, the HNH*foundation* will implement a revised grant application process for fall 2009 funding requests. All applicants seeking funds must submit a **one page** (8.5" x 11" with one-inch margins, 12 pt. font) *Letter of Inquiry* that includes the following information:

- Organization name
- Type of funding requested (program or public policy/advocacy)
- Amount of the request
- Brief description of the project

The *Letter of Inquiry* will be used to evaluate proposals that meet the Foundation's current funding priorities and full applications will be requested for the most promising proposals. Funding during these times is extremely competitive and the Foundation is sensitive to the limited time organizations have to prepare grant applications.

Application letters of inquiry must be submitted electronically (as a pdf or in WORD 1997–2004) to: [applications@hnhfoundation.org](mailto:applications@hnhfoundation.org) by 4:00 p.m. on Wednesday August 26, 2009. Please include "LOI" in the subject line.

Applicants approved for full proposal submission will be notified by Wednesday September 16, 2009. Full proposals will be due to the Foundation by 4:00 p.m. on Thursday October 15, 2009. Applicants asked to submit a full proposal should refer to the "**Grant Center**" on the HNH*foundation* website, [www.hnhfoundation.org](http://www.hnhfoundation.org), to find grant application guidelines, forms and resources.