

## **Mary Moody Northen Endowment Grant Application Overview**

The Mary Moody Northen Endowment is a private foundation which awards grants through two specific programs directly benefiting people and organizations in Galveston:

- The Galveston Community Impact Grants honor Mrs. Northen's affection for Galveston and reflect the Board of Directors' own commitment to this community.
- The Mary Moody Northen Internship grants provide Galveston County high school students and/or graduates with meaningful opportunities to learn about community service and help fund post-secondary education.

Each grant program has its own goals, criteria, and schedule, but in general both follow a similar process. Review guidelines for the specific grants for which you are applying at the Mary Moody Northen website, [www.northenendowment.org](http://www.northenendowment.org), in order to comply with all of the parameters of the program. A limited number of grants will be awarded, with preference for requests showing the greatest potential benefit to Galveston and its citizens.

For both the Galveston Community Impact grants and the Mary Moody Northen Internship grants please follow this outline:

- Prepare a two-three page request that includes:
  - A brief background on the organization and its mission;
  - A description of the funding request itself, the needs it meets and the population it benefits;
  - A clear connection to at least one of the parameters of the grant program that the specific request addresses.
- Provide either the organization's most recent 990 or audit.
- Include a budget specific to the request and a list of other funders if applicable.
- If the organization has not received funds from the Endowment in the past, the request must include the organization's IRS determination letter and a statement signed by the chair of the board of directors that states nothing has changed in the organization's mission since the issuance of this letter. If the organization has received funding in the past, the letter stating that nothing has changed is sufficient.
- Please do not send any extraneous material.
- The recipient organization must submit a written report to the Endowment that includes an explanation of the grant expenditures and the outcomes that result from these expenditures not later than 1 year following execution of the grant contract. If the project or program for which the grant was made has not been completed within that time frame, then that fact must be communicated in writing to the Endowment. No further funding request will be considered until reports are on file in the Endowment office.
- Applications may be submitted electronically or by printed copy to Mary Moody Northen Endowment's Executive Director, Betty Massey at:

[grants@northenendowment.org](mailto:grants@northenendowment.org)

Mary Moody Northen Endowment  
2628 Broadway, Galveston, TX 77550