

Unsolicited Request Checklist

Organizations seeking funding from Houston Endowment must complete a short application. This form asks for general information about your organization and an overview of the program or initiative for which support is sought. Below, is a checklist of the information on the Unsolicited Request form. We thank you for your interest.

Initial Strategy Alignment Check

To be eligible to receive funding from Houston Endowment, an organization should drive our strategic priorities: Arts and Parks, Civic Engagement, and PreK-12 Public Education. If you are unable to answer yes to the first question or unable to select one of the priority areas listed below, please review Houston Endowment's eligibility requirements and grantmaking priorities prior to completing the form.

Initial Strategy Alignment Check

- Does this funding request benefit the people of Greater Houston, which includes Harris County and its contiguous counties of Brazoria, Chambers, Fort Bend, Galveston, Liberty, Montgomery, and Waller? [Yes/No]
- Which of Houston Endowment's current grantmaking priorities does this funding request support?
 - Arts and Parks
 - Civic Engagement
 - PreK-12 Public Education

About Your Organization

- Legal Name
- Doing Business As
- Website Address
- Organization Type
 - Nonprofit Public Charity
 - Public College or University

- Public School District
 - Governmental Agency
- Address
- Is this organization applying to Houston Endowment for the first time?
- Has this organization ever received a grant from Houston Endowment?
- Tax ID (EIN)
- If your organization does not have a Tax ID, please explain.
- IRS Form 990
- If your organization does not have an IRS Form 990, please explain.
- Primary Contact
- Requested Amount
- Grant Term (months)
- Summarize the organization's work.
- What opportunity or challenge would you like to address? How does it affect people in Greater Houston?
- How will your organization, program, or project address the opportunity or challenge described above?
- What are the results – the outcomes for those you serve – that your organization is committed to achieving?
- Which two or three groups working in Greater Houston are most similar to yours? What do you have in common with them and what sets you apart?
- Why have you selected this time to request funding from Houston Endowment?