

**Letter of Inquiry Submission Cover Page**

*Please fill out and e-mail this form, along with a two- to three-page project narrative to:* [*asmith@mccormickfoundation.org*](mailto:asmith@mccormickfoundation.org)

**Organization Name:** (as it appears on the current IRS Tax Exemption letter)

**DBA (Doing Business As):** (if applicable)

**Street Address:**

**City: State: Zip:**

**Telephone: Fax:**

**Chief Executive Officer:**

**Proposal Contact Person:** (if different than the chief executive officer)

**Title of Proposal Contact Person:**

**Phone number of Proposal Contact Person: (Ext: )**

**E-mail:**

**Amount Requested:** $

**Title of the proposed project:**

**Short Description of the proposed project (no more than 2-3 sentences):**