

**FRAY FAMILY CHARITABLE TRUST  
P O BOX 442  
RUSTBURG VA 24588**

**Grant Application Procedure**

All grants are made on the condition that the funds will be used only for the purposes for which they are provided. Grants should be submitted to PO Box 442, Rustburg, VA 24588. Please submit **eight (8)** complete application packages.

Each grant application should include the following:

1. Completed Information Sheet for Grant Applicants.
2. A grant narrative to include:
  - a brief description of the proposed project or program;
  - a statement of objectives, disposition of the funds, and expected outcome;
  - a project or program budget;
  - a statement of how the project addresses critical needs in the community and what geographic area it covers which should be limited to Campbell County, VA and the incorporated towns therein;
  - the number of individuals affected by the project or program;
  - results of the project or program if it has been in existence for some time.
3. List of Board Members.
4. Your most recent and complete financial information to include:
  - the most recent 12-month fiscal year-end statements to include receipts and disbursements and year-end balance sheet;
  - the most recent audit or CPA prepared financial statements (if not available, the most recent Form 990);
  - the most recent year-to-date receipts and disbursements statement or spreadsheet;
  - the most recent year-to-date balance sheet.
5. IRS letter indicating that the applying organization or institution is exempt from taxation under Section 501(c)(3) of the Internal Revenue Code.

Each of the above requirements must be addressed.

**FORWARD APPLICATIONS TO:**

Fray Family Charitable Trust  
P O Box 442  
Rustburg VA 24588