



Grant Application Request – Fall 2026

***** The deadline to submit completed forms is 9:00 AM. Tuesday September 8, 2026 *****

The Robertson Family Foundation seeks to effect positive change in the communities and lives of the people who are served through our philanthropic support. We seek to build effective relationships with grantees through close communication and a willingness to understand the challenges they face. While focusing on the broader needs of the community, we also strive to identify and support those areas of need not adequately served by local charitable organizations. By connecting resources and providing leadership in those areas of need, we seek to enhance and improve the lives of those we serve.

Grant Application Guidelines

- The requesting organization must be tax-exempt.
- The Foundation's Directors are interested in supporting organizations that engage in sound financial planning and solid management practices. The Foundation reserves the right at any time to request detailed information on the use or financial well-being of any organization to whom funds are granted.
- Organizations are only eligible to receive one grant per calendar year.
- The Foundation Directors are currently interested in grants to be spent in the Foundation's geographic areas of interest, which include the Roanoke Valley area of Virginia, the greater Henry County area of Virginia, and the Smith Mountain Lake region of Virginia. Other areas of consideration are at the discretion of the Board of Directors.
- Since the Foundation receives funding requests in excess of its funds available for grants, not all or only a portion of the requests received can be approved. A decision not to fund a request does not necessarily reflect on the merits of the applicant or the value of its request.

The submission or review of a grant application does not obligate the Robertson Family Foundation to grant any request. The Foundation is interested in providing resources to areas of need not adequately served by the local charitable communities. All organizations receiving a grant award must be a tax-exempt 501(c)(3) organizations.

Please return this form: robertsonfamilyfound@gmail.com

***** PLEASE KEEP A COPY FOR YOUR RECORDS *****

1.) Provide the name, mailing address, & contact information

Legal Name: _____

Mailing Address: _____

501 (c) (3) Federal Tax Exemption Number: _____

Contact Person: _____

Title: _____

Business address: _____

Telephone number: _____ Fax number: _____

E-mail address: _____

2.) Indicate the amount of the grant being requested from the Robertson Family Foundation

\$ _____

3.) Select the region that the funding will be spent or will benefit from this request

☐ ☐ Roanoke Valley

☐ ☐ Martinsville/Southside

☐ ☐ Smith Mountain Lake Area

☐ ☐ Other _____

4.) Explanation of Grant request-provide information to support the need and reason for this request

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GRANT REQUEST DETAILS

Check one of the following that best describes the use of the requested funds:

- ☐ General Operating Support ☐ One Time Project ☐ Specific Program
☐ Endowment/Scholarship ☐ Capital Request ☐ Other: _____

For a one-time Project, specific Program or Capital request, complete the following:
PROJECT /PROGRAM/CAPITAL CAMPAIGN NAME:

TOTAL COST: \$_____PERCENT THIS REQUEST OF PROJECT TOTAL: _____%

APPLICATION QUESTIONS & SUPPORTING DETAILS

Please limit the length of your application answers to no more than a total of four pages.

1. APPLICANT ORGANIZATIONAL BACKGROUND

Include organizational mission statement and purpose, organizational qualifications, history of accomplishments and awards, governance, area and population served, role or volunteers. (If this is a collaboration, describe the lead organization and its relation to others involved.)

2. NEEDS STATEMENT

Describe the community need your grant request addresses, including who is affected, the scope of the problem, and why it is important to address at this time. Please include data or community insight where available and explain how this need impacts the population you serve.

3. PROPOSAL

- How will your proposal address identified needs?
- Projected goals, objectives, timeline, anticipated impact.
- Expected role of volunteers. (if applicable)
- Number and population who will benefit from your proposal.
- How will you monitor your work and how will you measure success or effectiveness?
- What are your other potential and actual sources of support for this proposal? Where do you expect to find future support?

4. ADDITIONAL INFORMATION

Please address here anything else about your organization or project you think is relevant to this proposal.

5. ATTACHMENTS

In addition to the Executive Summary and the information required on the Grant Application Form, please attach the following to your email submission:

- Verification of tax-exempt status under Section 501(c)(3) of the IRS code.
- List of current board members (include member affiliations and any other pertinent information, including % of board members who contribute annually to your organization).
- List of key organizational staff, including titles and main functions.
- Most recent annual report and/or IRS Form 990 (if available).
- Most recent audited financial statement (if available).
- Organization's current year operating budget.
- A detailed budget of the project for which funds are being sought (if applicable)

The Robertson Family Foundation accepts applications only from non-profit organizations that are located in the specified areas/regions we intend to serve, and are classified as tax-exempt under section 501(c)(3) and are public charities under section 509(a)(1) of the Internal Revenue

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***** PLEASE KEEP A COPY OF THE COMPLETED FORM & SUPPORTING DOCUMENTATION FOR YOUR RECORDS *****