



REQUEST FORM FOR LETTERS OF SUPPORT

Please complete this form and email it to fundedpartnerships@familyleague.org. If you do not receive an email confirming receipt of this form within 2 business days, contact us at 410.662.5500. Please note that requests for Letters of Support typically will take 10 business days to process and complete. The decision to provide the letter will depend on alignment with Family League's work, current performance, relationship and potential conflicts that may arise.

Date of request:

Date letter needed by:

Urgency level (Select one): Low (need within 10 + business days)
 Medium (Need within 5-7 business days)
 High (Need within 1-4 business days)

Organization name:

Relationship to Family League:

Current Funded Partner

Former Funded Partner

Other

Contact name:

Contact e-mail address:

Contact phone number:

LETTER OF SUPPORT INFORMATION

Name of Grant applying for:

Application/Proposal Due Date:

How will project/program benefit/serve children, youth and families in Baltimore City?

Which of the following Baltimore core indicators and results for children and families will project/program impact?

- Babies Born Healthy
- School Success
- School Completion
- Safety
- Other

Please describe:

Will project/program apply evidence-based practices and interventions?

***PLEASE ATTACH A DRAFT MODIFIABLE LETTER TO THIS FORM (A WORD DOCUMENT IS PREFERRED).**

THANK YOU

TO BE COMPLETED BY FAMILY LEAGUE STAFF:

Does the project/program align with Family League's strategic plan in at least one of the following areas?

- Goals
- Long-term outcomes
- High-level strategies
- Does not align

Please describe:

Recommendation to move forward: Yes No

Leadership Team Approval:

Sign: _____

Date: _____

President & CEO Approval:

Sign: _____

Date: _____