

# Maytree grant letter of interest guidelines

Please write a letter of interest following the guidelines below and submit by email to [grants@maytree.com](mailto:grants@maytree.com).

We will review your letter and contact you within six weeks. If we are interested in your idea, we will ask you to send a more detailed proposal.

Please note there is no set deadline. Maytree is open to receiving letters of interest throughout the year.

For your letter of interest, please include the three sections below.

## 1. Contact information

- Date
- Name of organization
- Primary contact name and position
- Mailing address
- Telephone
- Email
- Website
- Organizational status (non-profit, registered charity, other)

## 2. Describe your organization (maximum 200 words)

- What is the mission of your organization and what has been the impact of your work?
- How are people directly affected by poverty and systemic discrimination involved and engaged by your organization?

## 3. Describe your project

Please provide information about your project/program. Please include information on the following areas:

- Name of the project/program
- Project/program objectives and intended outcomes
- Project team
- Planned activities, including how people directly affected by poverty and inequality will be involved in the work

- Requested amount and time period
- Other partners, funders, or groups involved
- How your project/program and organization as a whole are advancing a rights-based approach to poverty.

For more information, please contact Kethees Navaratnam, Grants and Engagement Coordinator at [grants@maytree.com](mailto:grants@maytree.com).