



## LOI, 2025, Grant Cycle 1 (Spring)

### LOI Form

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#### Instructions

*We value your time and encourage you to reach out to [Elizabeth Love](#) or [Carolina Salmeron](#) to discuss your proposal prior to starting your LOI.*

The information gathered in this section of the form will determine whether or not you are eligible to submit an LOI. If after answering all of the questions you do not see the "LOI information" section appear, you are not eligible to submit an LOI at this time. If you have questions about this, please contact Deborah Mueller, 713-529-7612, [dmueller@jthershey.org](mailto:dmueller@jthershey.org).

**Your work will be saved as a draft until submitted via the Submit button at the bottom of this form.**

The Foundation carries out two regular grantmaking cycles per year: the Spring cycle (Grant Cycle 1) and the Fall cycle (Grant Cycle 2).

This LOI is for 2025 Grant Cycle 1 (Spring) and will be considered by the Foundation Board for an invitation to apply in mid-February, 2025.

Generally, we only give one grant to an organization in a year - if a grant was given to your organization in the cycle prior to this (2024, Cycle 2 - Fall), or a multi-year grant was given in any of the three cycles prior to this (either cycle in 2024, or in the 2023, Cycle 2 - Fall), you will need an invitation to submit an LOI. Additionally, we only consider a proposal once per year - if your organization was denied last grant cycle (2024, Cycle 2 - Fall) for the work you want to propose now, you must wait until next cycle to resubmit, unless you have been invited to reapply.

#### **Request History**

To see all of the requests submitted by your organization, the cycle in which each was submitted (in the column titled "Process"), and if granted, the Type of grant:

1. Access your dashboard (click the home icon at the top of this page):
2. Click "Organization History" in the upper navigation bar at the top of the page (to the right of the Foundation logo)
3. Click the Request History tab on the Organization Summary page.

If you know your organization has applied before, but you don't see any requests displayed in the Request History tab, please contact Deborah Mueller, [dmueller@jthershey.org](mailto:dmueller@jthershey.org), 713-529-7612.

### Eligibility information

#### Prior request/grant status\*

Mark the one that is true for your organization. To view your organization's proposal/grant history with the Jacob and Terese Hershey Foundation (JTHF), see the instructions under Request History, above. The options apply only for competitive grants (where an LOI and/or an Application was submitted, that have a grant agreement and require reports); do not include discretionary grants (i.e. those directed by a member of our Board) in your response.

My organization:

#### Choices

- Submitted a proposal in 2024, Cycle 2 (Fall) for the same work this LOI will propose
- Received a grant from JTHF in 2024, Cycle 2 (Fall)
- Received a multi-year grant from JTHF in 2024, Cycle 1 (Spring)
- Received a multi-year grant from JTHF in 2023, Cycle 2 (Fall)
- None of the above

#### Geographic area(s) served\*

The Hershey Foundation's primary area of geographic focus is Texas. We accept LOIs for work outside Texas by invitation only.

If the work you are proposing is not in any of the listed areas, but you feel it will align strongly with the Foundation's goals, please contact Elizabeth Love ([elove@jthershey.org](mailto:elove@jthershey.org)).

Please select the region(s) your proposal is intended to impact from the list below.

#### Choices

- Greater Houston, Texas
- Central Texas
- Other region(s) of Texas
- State of Texas
- Other

#### Geographic area(s) served, Other *(Character Limit: 250)*

If you marked the "Other" box in the previous question, please indicate the area served here.

#### Focus area this proposal most serves\*

The Jacob and Terese Hershey was founded with the purpose of providing funding towards five specific focus areas, listed here. Please select the focus area that this proposal most serves (further information about our focus areas can be found on [our website](#)).

For work related to community parks, environmental education or animal welfare, the Foundation directs funding to the greater Houston and central Texas regions, and accepts LOIs for efforts outside these regions by invitation only. If you have a question about these geographies, please contact Elizabeth Love ([elove@jthershey.org](mailto:elove@jthershey.org)). Please note that the Foundation does not currently fund animal rescue, relocation, or trap-neuter-release (TNR) efforts.

### Choices

1. Environmental Justice & Conservation
2. Reproductive Rights & Justice
3. Parks & Open Space
4. Environmental Education
5. Animal Welfare

## *Parks & Open Space*

**This section will only display for parks and open space work outside of greater Houston and central Texas.**

### Community park\*

Is the work you are proposing for a community park?

#### Choices

- Yes
- No

## *Environmental Education*

**This section will only display for environmental education work outside of greater Houston and central Texas.**

### Environmental education programming\*

Is the work you are proposing focused on environmental education programming?

#### Choices

- Yes
- No

### Animal Welfare

This section will only display for work related to animal welfare in the greater Houston and central Texas regions.

Animal rescue, relocation, or trap-neuter-release?\*

Is the work you are proposing primarily toward animal rescue, relocation, or trap-neuter-release (TNR) efforts?

#### Choices

Yes

No

### Invited by

This section will only display if the answers to the eligibility questions indicate your proposal does not meet the Foundation's current funding parameters.

Were you invited to submit an LOI?\*

#### Choices

Yes

No

Invited by *(Character Limit: 250)*

If you were invited to submit an LOI, please provide the name of the person at the Foundation who invited you. *Press the tab key or click your mouse outside of the field after typing your answer to activate the remainder of the form.*

### Not currently eligible

This section will only display if the answers to the eligibility questions indicate the work does not fall within the Foundation's current funding parameters, and you have not been invited to apply.

You are not currently eligible to apply.

Please press the Abandon Request button at the bottom left of this form; if you press the Submit button, an automatic email will be sent to you indicating we have received your LOI, which you should disregard.

Thank you for your interest.

If you have questions regarding eligibility, please contact Deborah Mueller, 713-529-7612, [dmueller@jthershey.org](mailto:dmueller@jthershey.org).

## LOI Information

**This section will only display if the answers to the eligibility questions indicate your work falls within the Foundation's current funding parameters.**

### Project Name\* *(Character Limit: 100)*

Provide a brief title that reflects the purpose of your proposal. Please consider the following convention for your title: "Toward mobilizing support for clean air policies," "Toward providing outdoor education for youth in foster care," etc.

### Years of support\*

Do you anticipate requesting more than one year of support for this proposal?

#### Choices

- No
- Yes

### Range of amount to be requested\* *(Character Limit: 250)*

Please provide an estimate or range of the amount you anticipate requesting. *If you intend to request more than one year's funding, please indicate the **annual** amounts.*

### General inquiry\* *(Character Limit: 5000)*

In **one to three brief paragraphs**, please describe the mission and work of your organization, what you are seeking to achieve with grant funding and why you are seeking funds now. Please keep in mind that the audience may include both Foundation board and staff members.

*For those applicants proposing advocacy work*, please note that as a private foundation, we are allowed to fund advocacy work as outlined in [this reference sheet published by Bolder Advocacy](#).

*For those applicants that are not 501(c)3 charitable organizations*, to ensure that we comply with IRS rules please clearly distinguish the charitable work being proposed from any background or contextual narrative you might provide regarding your complete programs.

(Please note that we appreciate brevity and succinctness where possible. The character limit of 5,000 is the maximum allowable, rather than a target.)

### Is this a fiscally sponsored proposal?\*

Fiscal sponsorship is when a person or group that doesn't have tax exempt status (the sponsored project) works with an organization that does (the fiscal sponsor) so as to receive tax exempt donations and grants for the sponsored project. If the work you are

requesting funding for is not a program or project initiated by the 501(c)3 organization applying for the funding, or involves regranting, then it is likely a fiscally sponsored project. Please contact Deborah Mueller (dmueller@jthershey.org, 713-529-7612) if you have questions or need to discuss.

#### Choices

- Yes
- No
- I'm unsure

Have you been in contact with any board or staff members of the Foundation? \* (Character Limit: 250)

If you have communicated with any members of the board or staff of the Foundation regarding this proposal, please provide their name(s) here. If not, enter "No".

### Fiscal sponsorship information

**This section will only display if you have indicated that this is a fiscally sponsored proposal.**

Fiscal sponsorship certification \* (File Size Limit: 2 MB)

Please upload the completed [JTHF Fiscal Sponsorship Certification form](#). If the sponsored project has received a grant from JTHF in the past, please provide a newly completed form to ensure we have the latest version and that the sponsorship is still currently active.

Fiscal Sponsor contact \* (Character Limit: 250)

Please provide the name, title, phone number, and email address for the person at the sponsoring organization that we may contact if we have questions for the sponsoring organization. If it's the same person as the representative provided on the certification form, above, you may put "see form".

Sponsored project's advisory group \*

Please indicate which of the following serves as the sponsored project's advisory committee, board, steering committee or other group that provides guidance.

#### Choices

- The sponsored project has its own advisory group
- The board of the sponsoring organization serves as the sponsored project's advisory group

### Advisory group information

**This section will only display if you indicate that the sponsored project has its own advisory group.**

**Advisory group\*** *(Character Limit: 1000)*

If the sponsored project has an advisory committee or board, a steering committee, or other group that provides guidance, please enter a list of its members and their titles/relationship to the project.

**Additional leadership information for fiscally sponsored request\*** *(Character Limit: 1000)*

**The Hershey Foundation values equity and justice**; please describe your efforts to ensure that your advisory group and project leadership reflects the interests of communities that will benefit from your work.

**Additional organizational leadership information**

**This section will display except when 1) your proposal is fiscally sponsored AND 2) you indicate that the sponsored project has its own advisory group.**

**Additional leadership information** *(Character Limit: 1000)*

**The Hershey Foundation values equity and justice**; please describe your efforts to ensure that your board and staff leadership reflects the interests of communities that will benefit from your work. If your organization is a governmental entity, answer "N/A - governmental entity".

**End notes**

**This section will display once all questions on the form have been answered.**

**What to expect next:**

Please be sure to whitelist administrator@grantinterface.com; most communications related to this LOI will come from this address.

Once you press the Submit button on this form, you will receive an automated email notice from administrator@grantinterface.com; *if you do not receive an email notice*, please contact Deborah Mueller (dmueller@jthershey.org, 713-529-7612) to confirm that the LOI has been submitted.

If we have any questions or need further info, we'll let you know. You will hear from us by Monday, February 17, 2025, with either an invitation to apply or our regrets.

**Feedback for us** *(Character Limit: 2000)*

*This is absolutely optional*

We aim for a streamlined application process and are eager to continually improve it. If at

any point in this first stage of the process you found anything to be unclear, confusing, or particularly burdensome, or if there is an aspect of our process that you especially like and want us to continue doing, we'd really like to hear from you:

- o Provide your feedback here; or
- o Reach out to Deborah Mueller ([dmueller@jthershey.org](mailto:dmueller@jthershey.org)); or
- o Submit an anonymous public review of your experience at [Grant Advisor's website](#); or
- o Submit anonymous private feedback via this [survey](#).