

# **KENT MEDICAL FOUNDATION**

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## **GUIDELINES FOR FUNDING**

The Kent Medical Foundation focuses its giving in the areas of Community Service, educational loans for medical school attendance and research projects. The Kent Medical Foundation is a private, Michigan, non-profit Foundation, 501(c)3 organization.

If your proposal meets the guidelines above, you may direct a brief written request to the Foundation address noted below. In order for your proposal to be considered by the KMF selection committee, it must have the following:

- Description of your request, service or need; and specific amount of your request
- Short summary of the program, list of physicians involved, evidence of tax-exempt status as an IRS 501 (c)(3) public charities;
- Description of expected outcomes and you propose to measure success if goals are achieved;
- Project budgets for work being undertaken. The budget must also detail other funding sources either received or anticipated.

## **REVIEW PROCESS**

Requests for grants may be received and reviewed twice yearly. Due to time constraints, only written grant requests are considered. Should a personal meeting be required, KMF staff will contact you.

## **APPLICATION DEADLINES**

The KMF Board reviews applications year-round. Applications must be submitted no earlier than six (6) months prior to the meeting date and no less than three (3) months prior to the meeting date.

Loan requests will be considered during any year of the medical school attendance.

## **BUDGET NARRATIVE AND WORKSHEET**

Provide a list of expenses.

### **SEND YOUR APPLICATION AND PERTINENT SUPPORT TO:**

Kent Medical Foundation  
c/o Kent County Medical Society  
233 East Fulton, Suite 222  
Grand Rapids, MI 49503

Phone: 616-458-4157

Fax: 616-458-3305

Email: [kcmsoffice@kcms.org](mailto:kcmsoffice@kcms.org)

[www.kcms.org](http://www.kcms.org)