



THE MARTIN GUITAR CHARITABLE FOUNDATION

GRANT REQUEST GUIDELINES & REQUIREMENTS

The Martin Guitar Charitable Foundation was established in 1996 by Christian Frederick Martin IV to serve the charitable interests of the Martin Guitar Company. The Foundation supports 501(c)(3) nonprofit organizations with programs in Foundation target areas.

The Foundation's core principles are to support Martin Guitar's engagement with nonprofit music, arts, education, and environmental action organizations. The Foundation does not fund political or religious organizations or activity. The Trustees manage the Foundation's assets conservatively to allow for long-term planning, and seek best value from Foundation grant-making for the people and causes that their grantees serve.

The Foundation supports the best work of effective 501(c)(3) nonprofit organizations offering programs in one or more of the following areas:

- Performance, participation, and education in acoustic steel string guitar music
 - Community activity in the Nazareth, PA region
 - Study and preservation of America's acoustic guitar heritage
 - Arts education programs emphasizing acoustic guitar
 - Educational institutions in the Lehigh Valley
 - Promotion of arts and culture, mainly in the Lehigh Valley
 - Help for the poor, hungry, sick, and homeless in the Lehigh Valley
 - Environmental action related to guitar-making materials and processes.
- (The Foundation does not provide any Martin Guitar products or make grants to individuals.)

Please read the following carefully as you consider making a request.

The Foundation accepts requests for grant funding in a three-month window each year between early June and late August. **All material must be received on or before September 1 each year to be considered for funding.** Foundation grants are typically between \$1,000 and \$10,000. Please make your proposal for grant support in a one-or two-page letter of request signed by an authorized officer of the organization, with:

- An overview of the organization (mission, history, recent significant events)
- A request to support a specific program, explaining how it will deliver value
- A budget overview for the program in context of the organization's budget
- Internet links to essential supporting information

Please also provide:

- The organization's 501(c)(3) determination letter stating that the organization is a public charity (this is only needed one time)
- A list of current Board members and their affiliations
- The first two pages of the most recent Form 990
- A list of other major sources of support for the program.

Renewal of Foundation grants is not automatic. Requests from prior year grantees should be sent by September 1 and include a separate one-page report of how Foundation funds were used, the impact of Foundation support, and how the Foundation was recognized. Please mail the materials in advance of the due date to:

C. F. Martin Co., Inc.
Attn: Martin Guitar Charitable Foundation
510 Sycamore St. (P. O. Box 329)
Nazareth, PA 18064

Materials may also be sent as email attachments to: foundation@martinguitar.com

We receive many requests for funding. Telephoning or emailing company representatives concerning grant requests will not increase the likelihood of funding. Our decision process is competitive, and we are unable to fund every request. If we do not respond to your grant request by December 31st, it means that we have allocated our support in other worthy ways.