

THE PLYMALE FOUNDATION

This document is intended as an aid to those who wish to make an application for a grant from the Plymale Foundation.

GENERAL INFORMATION

The late Robert E. Plymale, who was the sole donor of all its assets, created the Plymale Foundation in 1963. The Foundation is not affiliated or associated with any other corporation or organization.

The Foundation has a Charitable Donations Committee that is responsible for the management and operation of the Foundation. It has set up guidelines, which it intends to follow in discharging this responsibility. The guidelines are set forth below. Because of changing conditions and circumstances, the Committee must out of necessity reserve the right to change the guidelines at any time or make exceptions thereto.

As it is anticipated that many more deserving requests will be received each year than the foundation's resources can accommodate, many applicants will inevitably be disappointed. The task of the Charitable Donations Committee is one of assigning priorities among a large number of worthwhile applications from many deserving institutions and organizations. The Committee hopes that those declined will understand that its decision does not necessarily constitute a judgment of the merits of the applicant or its programs, but is often the result of the limitations under which the Committee is working.

The Committee anticipates that funds available for grants from the Foundation will be approximately \$50,000 annually. An organization that has received funds should not reapply for one calendar year.

AREAS OF INTEREST

The Foundation is interested in supporting primarily activities and functions including, but not limited to, social welfare programs, healthcare and on a limited basis, funding for special education projects. The primary endeavor of the Foundation is to fund capital campaigns and special projects and generally does not support operating expenses. Funding is generally limited to organizations located in the City of Lynchburg and the surrounding counties.

The exclusion of other areas of interest in no way reflects adversely upon the need for such support. They indicate only that the Foundation's main interests are in other worthwhile areas and that the Foundation funds are limited.

GRANT APPLICATION PROCEDURE

Correspondence seeking grant assistance should be addressed to:

The Greater Lynchburg Community Foundation
1100 Commerce Street
Lynchburg, VA 24504

The Foundation does not use application forms, and there is no specific outline that requests must follow. Requests should not exceed two (2) pages.

Requests must be received by April 1 for action at the May meeting of the Advisory Committee, and by November 1 for action at the December meeting.

Applicants must provide one (1) copy of the ruling given applicant by the Internal Revenue Service stating that the applicant is tax exempt and is not classified as a private foundation within the meaning of Section 509 of the Internal Revenue Code.

Applicants should provide five (5) copies of the request. A brief financial statement relating to the project and/or the applicant as appropriate would be helpful to the committee and may be attached as an appendix. A copy of each request found to be within the areas of interest and financial capability of the Foundation will be delivered by the Charitable Funds Management Group to each member of the Charitable Donations Committee.

The name, address and telephone of the institution or organization making application, and of the person to be contacted by the Foundation with respect to the request, must accompany the application.

If additional information or further investigation of the request is desired by the Foundation, a representative of the Foundation will contact the applicant.