Date

Grant Applicant

Dear \_\_\_\_\_\_\_\_\_\_\_:

The Board of Trustees of the Healthcare Foundation of Highland Park recently held its annual meeting to review grant applications for YEAR. We are pleased to inform you that we have voted to award GRANT APPLICANT a grant of $\_\_\_\_\_\_\_\_\_ to support its SPECIFIC PROGRAM APPLIED FOR.

The Grant Agreement must be signed and returned to our office within 15 days of receipt of this letter. Grant funds will be dispersed during the first quarter of 2024. We request a written report on the progress of your work within 4 months of receiving our check. In the report, please include data referencing where specifically the program is taking place, the number of individuals benefitting from this project including where they live, a measurement of the success to date, and the projected success for the remainder of the year.

All grants are awarded on a one-time basis with no commitment to future funding unless otherwise noted in this letter. Invitations to submit grant proposals for THE NEXT YEAR will be emailed by June 15 CURRENT YEAR. The submission deadline for invited proposals is August 1, 2024. Grant awards will be announced after December 31, CURRENT YEAR.

Consistent with its mission, please note that the Healthcare Foundation of Highland Park continues to prioritize awards to healthcare related not for profit organizations serving the residents in the community service area directly adjacent to Endeavor Health Highland Park Hospital, specifically Highland Park and Highwood. In addition to the focus on service area, the foundation has also reduced the number of grant awards and the amount of individual grant awards in an effort to maintain the corpus of the endowment in perpetuity. We are grateful to each grant applicant for the very important work they do. We hope to maintain and grow the endowment so that we can further support organizations serving our community in the future.

The Healthcare Foundation of Highland Park is a charitable organization that was established when Highland Park Hospital merged with Evanston Hospital. The mission of the Foundation is simple--it was founded to support excellence in healthcare in the geographic area served by Highland Park Hospital. We continue to concentrate on helping organizations that work to meet the needs of the disadvantaged, the uninsured, and the most vulnerable members of our society.

We wish you continued success with your valuable efforts in the community you serve.

Sincerely,  
  
 Sandra S. McCraren Sandra S. McCraren, Chairman