



# BOSTON MARINE SOCIETY

*Oldest Marine Society in the World*

January 26, 2018

To whom it may concern,

This letter is intended to remind you of the deadline dates and criteria requirements for future grant requests made to the Boston Marine Society.

The grant deadlines are March 15 and September 15 of each calendar year and must be received by the Boston Marine Society by the end of the business day at 4:00 p.m. on, or before, those dates. In fairness to all applicants, any requests received after the deadline will not be considered and the grant application will need to be resubmitted for a future grant deadline.

Any grant application must include the following and cannot be considered if this information is not provided:

1. A copy of the non-profit tax letter confirming your current federal nonprofit tax status.
2. How the money is going to be used, i.e., specific project, equipment, or program and must include the projected budget.
3. If the grant money will be going into a general operating fund, the application must include a projected operating budget.

All grant requests should be addressed to: Boston Marine Society, Grants and Aid Committee, Attn: Chairman, Capt. Charles Gifford, 100 1<sup>st</sup> Ave., Suite 102, Boston, MA 02129. Do not hesitate to contact, Executive Director, Lisa Walsh, by email, [lisa@bostonmarinesociety.org](mailto:lisa@bostonmarinesociety.org) or phone, 617-242-0522, with any questions or concerns.

Wishing you the very best in the New Year.

Best Regards,

Capt. Carl Pottey,  
President, Boston Marine Society