



Providing an Anchor of HOPE

GRANT GUIDELINES AND INSTRUCTIONS

TEB Foundation, Inc., (the “Foundation”) awards grants to a broad variety of charitable and educational organizations. A particular emphasis is placed on organizations that advance one of the following areas of interest:

- Mental health and wellness
- Physical and spiritual health and well-being
- Education
- Disaster relief

The Foundation does not award grants to the following types of organizations or for the following purposes:

- Private foundations, including private operating foundations
- Individuals or families
- Political organizations, political candidates, lobbyists or related organizations
- Fraternal or social groups, athletic teams, bands, or similar organizations
- International organizations that do not have Section 501(c)(3) determination letters from the IRS
- Agencies that redistribute grant funds

Timeline of awarding grants:

- The Foundation typically awards and funds grants quarterly.
- Grant applications are generally considered at the next scheduled board meeting, but final review may be delayed if the application is incomplete, additional information is requested, or for other reasons determined through the board’s discretion.
- Meetings are held January, April, July and October. Grant applications are due no later than the first day of the preceding month before the next board meeting.
- An organization may make no more than one grant request to the Foundation in any one calendar year.

Delivery of grant application:

- Email to: tclavin@mwkoklaw.com
- Mail to: TEB Foundation, Inc.
Theresa Clavin, Administrative Assistant
4111 South Darlington, Suite 900
Tulsa, Oklahoma 74135

Cover letter with grant application:

A cover letter must accompany the grant application. It should briefly summarize the request, including the funding amount and timeframe as well as the programs and/or activities to which the funding will be directed.

TEB Foundation, Inc. reserves the following rights:

- The grant guidelines and application are subject to change for any reason and at any time.
- Additional information or documentation may be requested and required for grant consideration.
- A grant request can be denied for any reason.
- **In the event the applicant is awarded a grant by TEB Foundation, Inc., by its submission of a grant application the applicant authorizes the use of its name and logo in all of the Foundation's publications and on its website identifying the applicant as a recipient of a grant.**