

Congratulations on your grant from Central Florida Foundation!

We welcome you to use the following template to craft a press release announcing the grant.

When sending the release to your media contacts, we recommend including it in the body of the email instead of as an attachment.

Approval process: Please email your press release to Laurie Crocker, Director of Marketing and Communications, at lcrocker@cffound.org **prior to publishing**, allowing 2-3 business days for a thoughtful response.

SUBJECT: PRESS RELEASE: [Insert Press Release Title]

FOR IMMEDIATE RELEASE

CONTACT:

Contact Name

Contact Title

Organization

Phone Number

Email Address

[Nonprofit] receives grant from the [Insert Fund Name] Fund at Central Florida Foundation to (ex. help restore town building for community use).

[insert nonprofit name] recently received a \$X,XXX grant from the [insert fund name] Fund at [Central Florida Foundation](#) (CFF). The grant will help further [insert nonprofit name]'s mission of _____ by _____.

This community investment grant is a result of CFF's ongoing mission to assess community needs and support innovative solutions to complex social issues within the Central Florida region.

[Insert quote from Nonprofit's Executive Director or other staff person]

[If desired, insert more information about the project funded by the grant]

Place organization's boilerplate here: 2-5 sentence summary of the organization's mission, including website and/or phone number.

About Central Florida Foundation

Central Florida Foundation is the place for people who want to invest in their community. The Foundation serves as the region's community foundation and is home to more than 400 charitable funds. The Foundation manages and invests funds, offers personalized service and expert giving advice, connects caring people, businesses, governments and organizations to local initiatives that build and inspire community, and empowers them to make informed

decisions that make a difference now and in the future. Central Florida Foundation works with individuals, families, businesses, professional advisors and nonprofits. For more information on the Foundation, please visit www.cffound.org.

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