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*We welcome you to use the following template to draft a press release announcing your grant from the Community Foundation of Utah. When sending the press release to your media contacts, we recommend including the text of the release in the body of the email as well as including it as an attachment.*

**FOR IMMEDIATE RELEASE**

**CONTACT:**Contact Name  
Contact Title  
Organization  
Phone Number  
Email Address

**[Your Organization]receives [grant/loan] from the Community Foundation of Utah to [brief description of how the grant will be used. Ex: increase healthcare access for low-income families].**

[Organization] recently received a [$X,XXX grant/loan] from the Community Foundation of Utah. The grant will help further [Organization’s] mission of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

[Insert quote from Organization’s Executive Director or other staff person]

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

**About Organization**  
[Place your organization’s boilerplate here: 2-5 sentence summary of the organization’s mission, including website and/or phone number.]

**About the Community Foundation of Utah**  
The Community Foundation of Utah is a 501(c)(3) nonprofit grantmaker and serves as Utah’s catalyst for philanthropy by fostering accessible, collaborative, and innovative giving in our communities, now and for generations to come. Since establishment in 2008, the organization has fostered nonpartisan community partnership and has facilitated over $55 million in grants to Utah’s nonprofit sector. For more information, go to www.utahcf.org, call 801.559.3005, or email info@utahcf.org.

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