



2022 COMMUNITY GRANT QUESTIONS

General Information

1. Organization Name
2. Is the name above the same as it appears on the IRS Letter of Determination?
3. Tax Status? 501(C)(3), Other
4. Please identify your Organizational Type.
 - Asset Building (Financial Education, Credit Repair, Savings/Budgeting, etc.)
 - Arts & Culture (Museums, Performing Arts Institutions, Zoos, etc.)
 - Civic Engagement (Volunteerism, Public Service, etc.)
 - Community Development (CDCs, Housing, Military, Technical Assistance, etc.)
 - Education (School Programs, Colleges/Universities, Community Colleges, Libraries, etc.)
 - Environment (Conservation, Energy, etc.)
 - Health/Nutrition: (Community Health Centers, etc.)
 - Human Services (Food, Emergency Shelter, Benefits Access, Disaster Relief, etc.)
 - Workforce Development (Job training, Apprenticeship, etc.)
 - Other
5. Year Established
6. **If your non-profit organization has not received a grant from the Foundation in the last 5 years, please upload a copy of your IRS Tax Determination Letter, 501(c)(3) designation.**
7. Organization Address
8. Organization City/State
9. Organization Zip Code
10. Mission Statement
11. Are you an affiliate of a national organization?
12. Website

Grant Contact Person

13. Contact Person
14. Name of person completing the grant application
15. Contact First Name
16. Contact Last Name
17. Contact Phone number
18. Contact Email
19. Contact Phone number
20. Contact email address
21. Contact Type: Select that which best describes this contact's affiliation to the organization and/or this request for funding.
 - Board Member
 - Consultant
 - Development Staff
 - President / CEO / Executive Director
 - Volunteer



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Executive Contact

22. Executive Contact
23. Executive First Name
24. Executive Last Name
25. Executive Phone number
26. Executive Email
27. Executive Phone number
28. Executive email address

Organizational Budget

29. Current Fiscal Year
30. Current Fiscal Year End Date (MM/DD/YYYY)
31. Is your Organization's Total Operating Budget \geq \$250,000?
32. Current Year Budgeted Revenue
33. Current Year Budgeted Expenses
34. Upload a pdf copy of your most recent income and expense statement.
35. Most recent completed fiscal year-end revenue
36. Most recent fiscal year-end expenses
37. Sources of revenue from the most recent fiscal year-end (list % of total operating revenue):
 - % Government
 - % Corporations
 - % Endowment
 - % Fees
 - % Foundations
 - % Individuals
 - % United Way
 - % Other

Proposal Summary

38. Provide a concise title for your grant proposal
39. Program / Project Overview. (<20 words)
40. Amount requested for grant proposal?
41. Duration: Start____ End____
42. Number of Individuals impacted by grant proposal?
43. Populations served by grant proposal

Grant Proposal

44. Describe the need that your proposal will approach will address (500 words)
45. Provide a detailed summary of grant request. Use this section to describe your program/project in detail. Be sure to elaborate on your proposed activities and outcomes. (500 words)
46. Please describe how your organization will track the metrics you identified for this grant proposal (250 words)
47. What are the measurable objectives and expected outcomes of your proposal? (250 words)



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48. Detail the timeline for the activities listed in your program/project summary (250 words)
49. What communications tools does your organization have available to promote this grant? (100 words)
50. List your key team including organizational affiliation, responsibilities, and key strengths which make them right for the position. (150 words)
51. Does your organization lead and/or participate in any partnerships or collaborations connected to this grant proposal?
52. IF yes, please describe the partnership or collaboration, including: the role your organization plays, other participating organizations, and how this partnership/collaboration has leveraged additional resources. (250 words)

Budget

53. Funding Request Type:
 - Capital: Funding to purchase
 - Program Support: Funding in support of an organization program or activity.
54. Proposed Budget Revenue
 - Foundations/Grants \$
 - Governmental/Public Contracts \$
 - Donations (Individual/Corporate/Business) \$
 - Other \$
55. Proposed Budget Expenses
 - Administrative Expenses \$ *(Up to 20% of the grants total funding request can administrative expenses, which include portions of Director salaries, occupancy costs, and professional services.)*
 - Supplies \$ *(Any materials or supplies needed to support the completion of the grant's objectives. Equipment items less than \$1,000 may be listed in this category.)*
 - Equipment \$ *(Specific equipment related to the grant's objectives. Items costing over \$1,000 must be listed as equipment.)*
 - Personnel \$ *(Personnel needed to complete the project activities.)*
 - Contractual \$ *(If the project involves sub-awards to external project partners, the amount they will receive is listed here as a contractual agreement amount.)*
 - Other \$ *(Other costs incurred)*
56. List all sources of funds for this program. Include all funders and dollar amounts that have been secured to fund this program. (300 words)
57. List other requests for funding for this project that are pending. 300 words

Supporting Materials (not required)