**Grant Application Form Template**

**Section One: Overview**

Please provide an overview of your proposal, including:

* Brief description of the proposal
* Purpose and key anticipated outcomes
* Individuals or communities served
* Amount of funding requested
* Overview of how funds will be spent
* Timeline

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**Section Two: Organization information**

Please provide your organization mission statement.

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Tell us about the history of your organization.

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Tell us about your current programs and activities.

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Please describe a few top accomplishments of your organization within the last three years.

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Please provide your IRS EIN number**.**

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Please list your Board of Directors and include short bios.

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Please list key staff involved with this project and upload/attach their resumes.

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Please upload/attach the following financial documents:

* Cash flow statement
* Audited financial statements
* Current operating budget

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**Section Three: Proposal details**

Please describe the problem or need which you seek to solve.

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Please describe the purpose and objectives of your proposal.

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Please provide details regarding the design and strategy of your proposal.

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Please provide an overview of your proposed timeline.

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Please provide your proposed budget.

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Please list any partners in this proposal, and the partner’s role and your relationship with them.

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Please identify the anticipated leadership of the proposal and upload/atttach their resume(s).

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Please describe your plan for sustainability of the project or initiative after the grant award has been exhausted.

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**Section Four: Evaluation information**

Please describe the desired measurable outcomes and their anticipated timeline.

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Please describe how you intend to measure and report on the effectiveness of the proposal.

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**Section Five: Supplementary information**

Please enter a third-party reference.

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Please upload/attach your annual report.

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Please include any supplementary documents which you feel will be essential to the review committee.

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**Section Six: Contact information**

Name.

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Email address.

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Website.

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Phone number.

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Address.

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**Section Seven: Optional Demographic Survey**

Race (select all that apply)

* American Indian or Alaska Native (e.g. Navajo Nation, Nez Perce Tribe, Mayan, Aztec, Nome Eskimo Community, etc.)
* Asian (e.g. Chinese, Filipino, Asian Indian, Vietnamese, Korean, Japanese, etc.)
* Black, African American (e.g. African American, Jamaican, Haitian, Nigerian, Ethiopian, Somalian, etc.)
* Hispanic or Latinx (e.g. Mexican or Mexican-American, Puerto Rican, Cuban, Salvadoran, Dominican, Colombian, etc.)
* Middle Eastern or North African (e.g. Lebanese, Iranian, Egyptian, Syrian, Moroccan, Algerian, etc.)
* White (e.g. German, Irish, English, Italian, Polish, French, etc.)
* Other race, ethnicity or origin
* Prefer to self-describe

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* Prefer not to say

Gender

* Female
* Male
* Non-binary/third gender
* Prefer to self-describe

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* Prefer not to say

Sexuality

* Heterosexual or straight
* Gay or lesbian
* Bisexual
* Asexual
* Prefer to self-describe

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* Prefer not to say

Do you identify as disabled or non-disabled?

* Disabled
* Non-disabled