

# GRANT APPLICATION TEMPLATE



<b>GRANT NAME</b>	<b>DATE SUBMITTED</b>
<b>ADDRESS OF RECEIVER</b>	<b>SUBMITTED TO</b>
<b>ADDRESS OF SENDER</b>	<b>SUBMITTED BY</b>

<b>FULL LEGAL ORGANIZATION NAME</b>		<b>YEAR ESTABLISHED</b>	<b>501 (c) (3) ?</b>		<b>IF YES, EIN</b>
			YES	NO	
<b>ADDRESS</b>			<b>IF NO, PROVIDE FISCAL SPONSOR INFORMATION</b>		
<b>WEBSITE</b>	<b>PHONE</b>	<b>TOTAL ORG. BUDGET</b>	<b>SPONSOR NAME</b>		<b>EIN</b>
<b>EXECUTIVE DIRECTOR NAME</b>	<b>TITLE</b>	<b>FISCAL YEAR</b>	<b>SPONSOR ADDRESS</b>		
<b>EMAIL ADDRESS</b>	<b>PHONE</b>	<b>MONTH</b>			
<b>ADDITIONAL POINT OF CONTACT NAME</b>	<b>TITLE</b>	<b>DAY</b>	<b>TOTAL # BOARD MEMBERS</b>		
			<b>TOTAL # FULL TIME STAFF</b>		
<b>EMAIL ADDRESS</b>	<b>PHONE</b>		<b>TOTAL # PART TIME STAFF</b>		
			<b>TOTAL # VOLUNTEERS</b>		
<b>ORGANIZATIONAL MISSION STATEMENT</b>					
<b>BRIEF ORGANIZATION DESCRIPTION</b>					
<b>BRIEF OVERVIEW OF POPULATION SERVED</b>					
<b>GRANT NAME</b>		<b>GRANT ID</b>		<b>SUBMISSION DEADLINE</b>	
<b>GEOGRAPHIC AREA SERVED</b>		<b>PROJECT BUDGET</b>		<b>REQUESTED AMOUNT</b>	

<b>PRINTED NAME OF AUTHORIZING PARTY</b>	<b>AUTHORIZING SIGNATURE</b>	<b>DATE</b>

## PROPOSAL SUMMARY

## PROJECT ABSTRACT

## INTRODUCTION

## STATEMENT OF NEED

## BACKGROUND

## IMPACT

## GOALS & OBJECTIVES

## METHODOLOGY

**ACTIVITIES****TIMELINE**

TASKS

RESPONSIBLE

START

END

DAYS

STATUS

**EVALUATION**

**QUALIFICATIONS / STAFF**

Blank space for additional information under the 'QUALIFICATIONS / STAFF' header.

NAME AND ROLE	QUALIFICATIONS	RESPONSIBILITIES

**COMMUNICATION**

Blank space for communication details.

**SUSTAINABILITY**

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## **DISCLAIMER**

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