

Grant Application - Short Form

(Use for programs and projects under \$1000)

Date of Request: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_

Organization Name: \_\_\_\_\_

Organization Address: \_\_\_\_\_

Executive Director: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
(if different from Executive Director)

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Organization Type: Public ( ) Private ( ) Total Membership: \_\_\_\_\_

Nonprofit? yes ( ); no ( ) Federal Tax Exempt? yes ( ); no ( ). If yes, indicate number: \_\_\_\_\_

Brief statement of your organization's purpose: \_\_\_\_\_

Project Name: \_\_\_\_\_

Purpose of Grant: \_\_\_\_\_

Dates of proposed project: from \_\_\_\_\_ to \_\_\_\_\_

Project Financing

Total Project Cost: \$ \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_

Amount Funded by Others: \$ \_\_\_\_\_

Geographic Area Served: \_\_\_\_\_

Attachments:

1. A copy of the current IRS determination letter indicating 501(c)(3) tax-exempt status.
2. List of Board of Directors with affiliations.
3. Finances
  - Organization's current annual operating budget, including expenses and revenue.
  - Most recent annual financial statement (independently audited, if available; if not available, attach Form 990).
4. Letters of support should verify project need and collaboration with other organizations. (Optional)
5. Annual report, if available.

1) \_\_\_\_\_  
*Signature, Title* *Date*

2) \_\_\_\_\_  
*Signature, Executive Director* *Date*