

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: \$ _____ Geographic Area Served: _____

Amount Requested: \$ _____

Amount Funded by Others: \$ _____

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*