



2: Relation to Foundation Goals

**Target Population**

3: Population Program will Benefit

4: Selection, Admission and Eligibility Criteria

**Program and Evaluation**

5: Program Narrative and Time Line

6: Program Goals (Table 1 Project Outlines)

7: Benefit of Activities to Community

8: Plan for Evaluation (Table 2 )

**Section F: Collaboration for Proposed Project**

1: Involvement of Constituents

2: Program Collaborations

3: Grant funds to be paid to collaborators

**Section G: Staffing for Proposed Project**

**Section H: Mission Information**

1: Mission Statement

2: How Project Fits Mission

**Section I: Budget for project**

1: Budget Forms

2: Budget Narrative

**Section J: Current Year's Budget for Organization**

**Section K: Historical Financial Information (past two years)**

Explanation for variance between historical information

Requested and that submitted if any

**Section L: Attachments**

1. IRS Determination Letter indicating 501(c)(3) tax-exempt status
2. Copy of the most recently available interim financial statements.
3. Copy of the most recent audited financial statements together with the auditor's report.
4. Copy of most recently filed IRS Form 990.
5. List of Board of Directors. Please include name, number of years on board, committee assignment, ethnicity, and gender. Please indicate the officers and include their addresses and phone numbers.
6. Organizational charts, including board, staff and volunteers.
7. Most recent strategic plan
8. Examples of surveys/questionnaires to be used for evaluation of this project
9. Letters of Support from collaborating partners.
10. List of the names and phone numbers of those responsible for preparing this application
11. List of the sources or references for any statistics, research studies or reports that you have quoted or referenced in this proposal.
12. Copies of brochures, flyers, newsletters that reflect the proposed project mission and goals.