



2026 Grant Application

Legal name of organization

Year Founded

Contact information

ORGANIZATION

Organizational information

History

Mission, goals, and long-range plans

Outline current programs and activities

Current annual operating budget:

Geographic area served:

Major accomplishments

PROJECT INFORMATION

Project name:

Purpose:

Project dates:

Amount requested:

Total project cost:

Specify if the project is a new or continuing program:

Describe the proposed program or project:

Please specify the extent to which the project can be realized if no funding from the Foundation is granted?:

Identify other organizations, partners, or funding agencies participating in the project

PROJECT DETAILS

Where will the program/project be actualized?

Identify the needs to be addressed

Project goals and objectives

Timetable for implementation

Describe the plan to document progress and results

PRINCIPLE INVESTIGATOR / PROJECT LEAD

Principal investigator / Project lead

Name any additional professionals participating in the project management or operations

ATTACHMENTS

- **IRS determination letter -**
- **Resumes and/or job descriptions -**
- **Project Budget -**
- **Other funding agencies and funding sources -**
- **Annual operating budget -**
- **Annual financial statement -**
- **Letters of support (*optional*) -**

Project budget

Grant Application Budget Outline

An accurate, detailed budget for proposed projects is required.

Please break down the total budget into the specified items listed below. A narrative description explaining unusual budget items and, if applicable, the percentage of "overhead" applied to the project should precede the itemized listing. "In-kind" expenses and donations of matching funds should also be described. As long as the application contains the following information, it can be submitted in any format (word, excel, pdf, etc.).

Heading

Please specify the budget period, e.g., calendar year (Jan - Dec) or fiscal year (July - June)

Expenses

Please itemize the following expenses and include any additional items relevant to your particular project. Provide an expense total.

- Salaries and wages by individual position, specifying full- or part-time positions
- Payroll taxes
- Fringe benefits and related fees
- Consultant and professional fees, e.g., accounting, legal, etc.
- Travel
- Equipment, hardware, software
- Supplies and materials
- Printing and copying
- Telephone and fax
- Postage and delivery
- In-kind expenses
- Project overhead (the Foundation allows up to 15%)

TOTAL EXPENSES

Income

Please include all confirmed and anticipated sources of revenue, and indicate their status. Provide an income total.

- Government grants and contracts
- Other Foundation grants
- Corporate or individual donations or grants
- Project income, sales, or fees
- In-kind support
- Other revenue

TOTAL EXPENSES