Project Information

Project Name: *

Purpose of Grant *
(one sentence)

Beginning and Ending Dates of the Project: *

Amount Requested: *

Total Project Cost: *

Describe the proposed program or project: *

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

Project goals and objectives: *

Timetable for implementation: *

SAGES Committee Information

Name of SAGES Committee Applying: *

SAGES Committee Chair: *

First

Last

SAGES Committee Chair E-mail: *

Project Director: *

First

Last

Project Director's Academic Institution *

SAGES Staff Contact *

First

Last

Name any additional committee members or SAGES members participating in the project:
(click plus to add additional names)

First	Last

Attachments

All attachments must be named in the following format:
YYYY – Project name – document uploaded

Example: 2027 – Project XYZ – Budget.xls

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

Accepted file types: pdf, doc, docx, Max. file size: 512 MB.

Other Relevant Documents

Optional – up to 10 files

Drop files here or

Accepted file types: worddocument, pdf, excel, jpeg, png, Max. file size: 512 MB, Max. files: 10.