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**Grant Request Form**

**Organization Name:**

**Contact Information:**

* Name:
* Title:
* Address:
* Phone:
* Email:

**Project Title/Reason for Request:**

**Project Summary:** (Provide a concise overview of the project, its goals, and objectives.)

**Project Needs:** (include personnel, equipment, supplies, and any other expenses and costs associated with the request.)

**Project Budget:** (Provide a detailed budget outlining all expenses and their corresponding costs.)

**Project Timeline:** (Provide a timeline for the project, including key milestones and deadlines.)

**Project Impact:** (Describe the expected impact of the project, including how it will benefit the community.)

**Evaluation Plan:** (Explain how the success of the project will be evaluated and measured)

**Organizational Information:**

* **Names and Addresses of Board of Directors:**
* **Mission Statement:** (Provide a brief mission statement for your organization)
* **Tax exempt status:** Indicate whether your organization is a 501(c)(3) nonprofit or other tax-exempt status.
* **Financial Statements:** (Attach copies of your organization’s most recent financial statements.)
* **Legal Action:** (Disclose any current or anticipated legal proceedings involving your organization.)

**Additional Information:**

Include any additional information or documents that may be relevant to your grant request.

**Signature of Authorized Representative:**

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Title: Date: