



## Submitting a Proposal

Awards of up to \$5,000 each are made on a competitive basis

Total of three (3) projects will be funded for the current grant cycle

Before submitting a grant proposal, review the GCCF Grant Guidelines located on the GCCF website at [www.grantcountycommunityfoundation.org](http://www.grantcountycommunityfoundation.org)

This proposal submission form can be downloaded from the GCCF website at [www.grantcountycommunityfoundation.org](http://www.grantcountycommunityfoundation.org)

The required content and format are outlined below for a proposal requesting support from Grant County Community Foundation for a charitable project. **Please include ALL of the following information, in the order it appears, for your proposal to be considered for funding.**

- Describe your organization
  - Name of organization, website if any
  - Contact information for Project Coordinator (name, phone, mailing address, email address)
  - Mission of organization
  - IRS classification, 501(c)(3) or other
  
- Amount of request
  - Is this request the total project cost or will this be part of a larger project?
  
- Describe the project in 500 words or less. Include the community or organizational need, who will benefit, how you will evaluate the project, and the likelihood of success.
  
- Describe the project's community COLLABORATION capacity:
  - Who else is involved in this kind of project within the service area and how their work is *like or different* from the project you are proposing
  - What other agencies/organizations are likely to work with you in fulfilling your efforts.

**Please include the following documents with your proposal in the order they appear.**

1. List of Board members, including business affiliations if any, and identification of Board officers
2. Statement of Financial Position (Balance Sheet) for both year-end and most recent period
3. Detailed project budget and include any other sources that will fund this project. Your project budget needs to reflect whether the funding will be spent over one, two or three years.

**Applications are due January 31, 2018**