

2019 REQUEST FOR FUNDING

(NOT TO EXCEED 4 PAGES, EXCLUDING ATTACHMENTS)

You may retype this form. Leave no questions or information blank.

Organization Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fed. Tax ID#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Charitable Status: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_

Contact Person and Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount Requested $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Total Project Budget $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agency Budget $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Timeframe for Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Project Area (Check all that apply):**

\_\_\_\_\_ Health and Human Services

\_\_\_\_\_ Arts and Culture

\_\_\_\_\_ Education

\_\_\_\_\_ Economic Development

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PROPOSAL INFORMATION:**

1. Mission of your organization.
2. Describe project/program, including geographic area and Waterloo populations served.
3. Describe purpose, need and goals of project/program.
4. Describe project/program’s benefit to our community. Clearly state impact on Waterloo residents by detailing the number and percent of Waterloo residents served by the proposed project or program. Proposals lacking this specificity will NOT be considered for funding.
5. Describe how foundation funds will be used.
6. List all funding sources, amounts and status of your request. Include any fundraising activity and in-kind services.
7. Describe plans for sustainability after the grant ends.
8. List key project/program activities and time line.
9. Describe project/program Waterloo impact and how impact will be measured, including number served.
10. Describe any unique aspects and features of your project/program (if applicable).
11. Describe your organization’s experience/achievements working in project/program area.
12. Describe your organizational capacity to implement the project/program (such as staffing and board leadership; operational and fiscal health and management and use of volunteers).
13. If you do not receive full funding, how will that impact the project/program?
14. How will you recognize the Waterloo Community Foundation, if funded?

**Applications must be postmarked or delivered to the Foundation office by Thursday, October 10 at 4 pm. Emailed applications will NOT be accepted.**

***Thank you!***