

**GRANT APPLICATION**  
**Graymont Community and Economic Development Fund**  
**Grant Application**

**Cover Sheet**

**Note:** Priority for funding from the Graymont Community and Economic Development Fund will be given to non-profit and governmental units serving Garfield, Hendricks, Hudson, Pentland and Trout Lake Townships.

**Date of Application:** \_\_\_\_\_

**Name of Organization:** \_\_\_\_\_

(Should be same as on IRS determination letter and as supplied on IRS Form 990. Federal I.D. # )(Do not supply IRS letter.)

Current Operating Budget: \$ \_\_\_\_\_

Executive Director/Manager: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Person/Title/Phone Number: \_\_\_\_\_

\_\_\_\_\_  
(If different from Executive Director)

Principal Address of Administrative Office: \_\_\_\_\_

\_\_\_\_\_  
City/State/Zip: \_\_\_\_\_

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

Project Location: \_\_\_\_\_

Purpose of Grant Request: (In one sentence) \_\_\_\_\_

\_\_\_\_\_  
Proposed Implementation Date of Project: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_

Total Project Cost: \$ \_\_\_\_\_

Total number of persons to be served by this proposal: \_\_\_\_\_

Geographic Area Served: \_\_\_\_\_

\_\_\_\_\_  
(Signature, President, Director or Administrator) (Date)

\_\_\_\_\_  
(Type Name and Title)

\_\_\_\_\_  
(Signature, Project Director) (Date)

\_\_\_\_\_  
(Type Name and Title)

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B. Grant Application --- NARRATIVE

Please provide the following information in the order given.

This narrative should briefly explain why your organization is requesting this grant, what outcomes you hope to achieve and on what you will spend grant funds.

Please provide the following information:

- > Statement of needs/problems to be addressed.  
Why is this project important?
  
- > Description of target population, how they will benefit and estimated population affected.  
(If youth are targeted, it is very helpful if they take part in planning, grant writing, etc. If youth are not specifically targeted, are youth involved in the project? How?)
  
- > Description of the involvement of the target population in defining problems to be addressed, making policy and planning the program.
  
- > Description of project goals and objectives (measurable, if possible) and a statement as to whether this is a new or ongoing part of the sponsoring organization.
  
- > Plans to accomplish goals and objectives.
  
- > Timetable for implementation.
  
- > A listing of other partners in the project and if yes, their roles?
  
- > Define the long-term strategies for funding this project if it is to continue past the grant period.
  
- > **If the project includes the construction of something, please include a drawing and cost analysis of the project.**
  
- > Evaluation plan.  
Explain how success will be defined and measured.  
Include impact on participants and/or the community in your evaluation.
  
- > Describe how the grantee organization will publicize the grant to possibly attract additional donors to the Community and Economic Development Fund.
  
- > Does your organization have a web site where you could share the details of your Community and Economic Development Project? Explain!
  
- > Provide a list of your board of directors.
  
- > Please include at least three letters of support from other entities that may or may not be affected by this project.

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C. GRANT BUDGET FORMAT

Please provide a budget only for the project for which you seeking a grant.

- A. Organizational fiscal year: \_\_\_\_\_
- B. Time period this budget covers: \_\_\_\_\_
- C. Specific amount requested: \_\_\_\_\_
- D. Request represents \_\_\_\_\_ % of the total project?
- E. Request is \_\_\_\_\_% of your annual organization budget?

- List other sources of funding that have been applied for and applicable to the proposal. List each source and amount requested. If applicable, indicate if the status of the funding is pending, committed or received and for what year:

Source: \_\_\_\_\_ Amount: \_\_\_\_\_ Status: \_\_\_\_\_ Year: \_\_\_\_\_

Source: \_\_\_\_\_ Amount: \_\_\_\_\_ Status: \_\_\_\_\_ Year: \_\_\_\_\_

Source: \_\_\_\_\_ Amount: \_\_\_\_\_ Status: \_\_\_\_\_ Year: \_\_\_\_\_

- Attach proposed project budget.
- If the project includes construction please include a drawing and a cost analysis of the construction project.