


Grant Application

Grant maker to whom this application is submitted:	Edward B. & Joan T. Knight Charitable Foundation, Inc. 2010 Staples Avenue Key West, FL 33040			
Application Date:		Org Website:		
Applicants Legal Name: (as shown on IRS Letter of Determination)				
Doing Business As: (if different from legal name)				
EIN #:				
Address:				
City:		State:		Zip code:
Telephone #:		Fax #:		
Executive Director: (or Top Executive)	(Please include prefix and title)	Phone #:		
		Email Address:		
Main Contact(s) for this Proposal:	(Please include prefix and title)	Phone #:		
		Email Address:		
Board President:		Phone #:		
		Email Address:		

Applicant's tax exempt status/ IRS designation (e.g. 501(c)(3), 501(c)(9), etc.)	(Attach a copy of the IRS Letter of Determination-NOTE- this is not the state sales and use tax exemption certificate. If there has been a name change provide copies of the amended state certificate of incorporation and amended IRS Letter of Determination)
If not a 501(c)(3) Nonprofit, then specify your IRS filing status	(Attach a copy of your written agreement with the related exempt organization, contact information and Federal EIN)

Organization's mission statement: (If mission statement exceeds 340 character, please attach as an addendum)

Type of request (check one): Note, not all funders support each type of request. Check with individual grant maker.	
Capacity Building	Program/Project
Capital	Other (explain)
General Operating Support	

Specific type of project (check one):		
New Project	Existing Project	Expansion of Existing Project

Project/Campaign Name: (if general operating please indicate)				
Proposal Summary: (If proposal summary exceeds 340 character, please attach as an addendum)				
Funding Period Requested: (be specific)		Amount Requested: *	US \$'s only	
Total Project Budget for this period: (not required if general operating request)	US \$'s only	Current Annual Organizational Budget:	US \$'s only	
Organization Fiscal Year:				
Geographic Area(s) Served: (include specific counties)	(For this project. If general operations support, for this organization.)			

List applicant's membership of a giving federation: (e.g., United Way, Arts & Education Council, Jewish Federation)	
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Agreement:
<i>I certify to the best of my knowledge, that all information included in this proposal is correct. The tax exempt status of this organization is still in effect. If a grant is awarded to this organization, then the proceeds of that grant will not be distributed or used to benefit any organization or individual supporting or engaged in unlawful activities.</i>
<i>In compliance with the USA Patriot Act and other counterterrorism laws, I certify that all funds received from this funder will be used in compliance with all applicable anti-terrorist financing and asset control laws, statutes, and executive orders.</i>

Signature, Executive Director
(or authorizing official on behalf of the organization)

Date

* Note: The amount requested may be modified at the discretion of the Board of Trustees.

In a maximum of two-pages, please include:

1. Brief organizational history and brief description of previous year's accomplishments.
2. Purpose of this funding request. Please describe:
 - a. Community needs or problems to be addressed by this project/organization.
 - b. The target population, number of individuals, and geographic area that will benefit from this proposal.
 - c. What you hope to accomplish (outputs and/or outcomes), and
 - d. How you intend to accomplish the above.
3. Names and brief description of roles of partners on this project (if applicable).

Required attachments:

1. Project budget.
2. Organization's current budget.
3. IRS Letter of Determination

Mail application, supporting documents and attachments to:

Edward B. & Joan T. Knight Charitable Foundation, Inc.
2010 Staples Avenue
Key West, FL 33040