### Organization Information

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| Applicant Organization:       |
| Mailing Address:       |
| City:        | State:      | Zip:      |
| Telephone:       | Fax:       | County:       |
| Website:       |
| Executive Director:       | Email:       |
| Project Director *(if different)*:       | Email:       |
| Title *(if different)*:       | Phone:       |

### TAX STATUS

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| Tax Status (check one): 501(c )(3) Church (by definition) Agency of Government |
|  Not a nonprofit organization; we have a fiscal sponsor. |
|  | *Fiscal Sponsor Name:*       |
| Legal Name, per IRS determination:       |
| Tax ID #:       | Date of IRS letter:       |

### oRGANIZATION’s mission

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| Brief statement of organization’s objectives and/or activities:        |
| Annual operating budget: $      | Audited? Yes No |

### summary of request

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| Funder to which inquiry is directed:       | Date of inquiry:      |
| Project/Program Title:       |
| Total Project/Program Budget: $       |
| Amount requested: $      |
| Timeframe for amount requested:      | From:       | To:       |
| Describe use of funds requested: (i.e. staff costs, consultant fees, materials)       |

### project/program summary

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| Summary of Project or Program (suitable description to be shared with Foundation staff, board, and/or donors) *150 words or less.* |
| Who will this project/program serve? (special populations, geographic area, community focus, organizational focus, etc.)       |
| Provide one or more measurable outcomes you expect to achieve. Be specific (e.g., “*In 2007, 90% of program participants will show improved reading scores as measured by standardized tests.*”)      |
| Please list other support you are seeking from foundations/government agencies, as well as any potential partnerships with other nonprofits on this project.       |

### COMMENTS

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| Is there any other information we might need to better understand your request and/or the unique needs of the community that this request will serve?       |

***Thank you.*** The funder will review your inquiry. He or she may request additional information or a full proposal, or will inform you that the funding organization is unable to support your request.