



Community Partner Application Form

Name of Organization/Individual:

Contact Information:

- Address:
- Phone:
- Email:
- Website (if applicable):

Primary Contact Person:

Section 2: Project Overview

Project Title:

Project Summary:

[Provide a brief and compelling summary of the project — 2-3 sentences summarizing the purpose and main goals.]

Total Funding Requested:



Community Partner Application Form

Proposed Project Start and End Dates:

- Start Date:
- End Date:

Section 3: Proposal Details

1. Statement of Need:

[Describe the problem or opportunity your project seeks to address. Include supporting data or research, if possible.]

2. Project Goals and Objectives:

[List the specific goals and objectives of the project. Be sure to outline measurable outcomes.]



Community Partner Application Form

3. Proposed Activities/Plan:

[Provide a clear outline of the activities you plan to undertake with the grant funding to achieve your objectives. Include timelines for each activity.]

4. Expected Impact:

[Describe the anticipated impact of the project. Explain how the outcomes will benefit the targeted audience or community.]

5. Sustainability:

[Detail how the project results will be sustained or maintained after the grant funding ends.]



Community Partner Application Form

Section 4: Budget

1. Budget Narrative:

[Explain how the grant funds will be used specifically. Describe expected costs, such as labor, equipment, materials, etc.]

2. Budget Table:

Expense Category	Amount	Description
Personnel	[Amount]	[Description]
Materials/Supplies	[Amount]	[Description]
Travel	[Amount]	[Description]
Other (specify if any)	[Amount]	[Description]
Total	[Total]	



Community Partner Application Form

Section 5: Organization Background

1. Mission Statement:

[Summarize your mission and the values that guide your organization.]

2. Experience and Expertise:

[Provide an overview of prior projects and successes demonstrating your capacity to manage and deliver this proposed project.]

3. Partnerships:

[If applicable, list any collaborators or partner organizations that will work with you on this project.]



Community Partner Application Form

Section 6: Appendices (if required)

Attach supporting documents such as:

- Include a current list of members of your board of directors, including officers
- List staff directly responsible for the project
- Brochures or promotional materials

Submission Details

Submission Deadline:

April 15, 2026

Submission Method:

Submission by email: contact@headsuptc.org