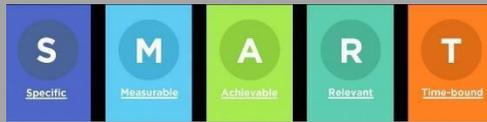


Recommended Documents

for



Grant Proposals

Part of working SMARTer is being prepared!

*Letter of Determination from IRS

*Organization's EIN

Incorporation documents from State

*Organization background/history

*Mission Statement

*Needs Assessment and/or Statement

*Program/Project Description

Program/Project Sustainability Statement and/or Plan Organizational Executive Summary

Program/Project Executive Summary Case for Support Statement

*List of Key Staff

*List of Board of Directors and their Affiliations Resumes/Bios of Key Staff and Board of Directors Members Annual (Organizational)

Budget; budget narrative

*Program/Project Budget (1 year); budget narrative

*Program/Project Evaluation Methods List of Strategic Partnerships

List of other funding, including pending and in-kind (organizational and program/project lists)

Letters of Support, Memorandums of Agreement/Memorandums of Understanding (if any)

Code of Ethics

*Conflict of Interest Policy

Nondiscrimination Policy

Technology Use Policy Financial

Management Policies

Program participant, partner Testimonials

Not every document will be required for every proposal. This is not an exhaustive list. Any funder can ask for information relevant to its funding initiatives.

List compiled by SMARTMoneyGrantWriting.com