

# ZONTA CLUB OF NEWPORT HARBOR FOUNDATION

2019-2020 Grant Application

Deadline for submission is October 9, 2019

**Date:**

**Applicant Organization Name:**

**Contact Person (name/title):**

**Alternate Contact (name/title):**

**Authorized Signature of Applicant:**

**Address:**

**Telephone:**

**Email:**

**Project Title:**

**Requested Funding Amount: \$**

**(Please limit your answers to no more than 250 words per question.)**

- 1. Describe the concept behind your project/program. Identify the target population and the services to be provided.**

**2. Justify the need for the project/program outlined above and the process that was used to identify the need in the Orange County community.**

**3. Describe how the project/program would be administered. Include information about staffing, budgeting, planning and evaluation.**

**4. Describe any experiences your organization has had with similar or related projects/programs.**

**5. Estimate the costs for implementing the project/program. If this is an ongoing project/program, what are the annual costs incurred? Identify additional potential funding sources for project support and continuation.**

**6. Describe exactly how grant funds from the Zonta Club of Newport Harbor Foundation would be used.**

**7. Explain how the project will be modified if all requested funding is not received.**

**8. Would volunteers be used for this project? If so, how? Advise how Zonta members can be involved in the project if possible.**

**9. What is the expected completion date of the project/program?**

**10. How will you measure the impact of the project to your target audience?**

**11. How will you report back on the project to Zonta Newport Harbor Foundation?**

**12. State the mission of your organization. Describe how this project/program relates to that mission and to the mission of Zonta International.**

**13. Do any Zonta members sit on your board? If yes, please list them.**

**14. Please submit the following documentation along with your completed application.** (These may be submitted as separate documents or one master document.)

- A copy of the letter from the United States Internal Revenue Service which approved your organization's application for exemption under section 501(c) (3) of the Internal Revenue Code
- A list of the Board of Directors of your organization
- Your organization's Non-Discrimination Policy
- A signed completed copy of the Partnering Organization Declaration