

ZONTA CLUB OF NEWPORT HARBOR FOUNDATION

2020 Grant Application

Deadline for submission is September 18, 2020

Date:

Applicant Organization Name:

Contact Person (name/title):

Alternate Contact Name(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?

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 summary budget for fiscal year 2019 – 2020
- A signed completed copy of the Partnering Organization Declaration.