

PROPOSAL SUMMARY QUESTIONS

1. Mission Statement of Organization (max 200 words)
2. Project/Program Title
3. Purpose of Grant
4. Request Amount
5. Total Project/Program Budget
6. Total Annual Organization Budget
7. Fiscal Year End (month, year)
8. Project/Program Start Date
9. Project/Program End Date

NARRATIVE QUESTIONS

1. If you are requesting funds for the same program you received funding for in the prior year, please describe your new goals and objectives. If, as a result of what you have learned from the previous year, you want to change your program, be sure to describe the changes you plan to make. (max 400 words)
2. Describe any changes that may have occurred with your organization's management or overall health. (max 200 words)
3. Has your 501(c)(3) status has changed in any way since your previous application. If so, please provide the new document from the IRS. (max 100 words)

DOCUMENTS TO UPLOAD

1. Statement of income and expenses for the agency's most recently completed fiscal year
2. Current list of Board of Directors
3. Program Budget - See *form below*

PROGRAM INFORMATION			
Organization Name:		Program Budget:	\$
Program Name:		Amount Requested:	\$

Please list each itemized program/project expenses related to your request below and provide a total.
If you have any questions regarding filling out this form, please contact the foundation's grants manager at rbrookhouse@pfs-llc.net.

ITEMIZED PROGRAM EXPENSES <i>(please add additional sheets if necessary)</i>	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total Costs (A)	\$

Please provide a timeline for the anticipated expenditures of the requested grant funds.

FUNDS CURRENTLY COMMITTED FOR PROGRAM	
Government	\$
Corporations	\$
Foundations	\$
Individuals	\$
Trustees/Directors	\$
Other (Earned income, special events, membership, subscriptions, etc.)	\$
Total Funds Available (B)	\$
Balance Required (A minus B)	\$

Please tell us what other sources of potential major gifts you are approaching for this program:

NAME	TYPE (foundation, corporation, individual)	AMOUNT REQUESTED
		\$
		\$
		\$
		\$
		\$

If you are not approaching other sources of major gifts, please explain: