



Section I: Project Summary

Deadline Date: _____ **Today's Date:** _____

Name of Organization: _____

Address: _____

Primary Contact: _____

Work phone: _____ Cell phone: _____ Fax: _____

E-mail: _____ Website: _____

Project Name: _____

Duration: _____

Area of Focus (check one):

___ **Youth**

After-school/Education ___ Life & Job Skills ___ Health & Nutrition ___

Arts & Dance ___ Safety & Security ___

Amount Requested for Youth Projects (up to \$20,000): _____

___ **Older Adults**

Amount Requested for Older Adult Projects (up to \$20,000): _____

Geographical Area (check one):

* North / Northeast ___ Central East ___ South / South East ___

* Other qualifying zip codes: 78751, 78752, 78757, 78758

Number of Clients / Beneficiaries Targeted: _____

Phase (check one):

New Project ___

Existing Project ___

Section II: Organization and Project Design

Overview (max. 200 words): Describe your organization's Mission, History and Purpose.

Narrative and Project Design (max. 500 words): State the concept, goals and objectives for the project. Describe what's unique and innovative about the project. What is the target demographic for the project?

Operation and Implementation (max. 500 words): Is this a new initiative? If not, how long has it been in operation? Describe how the project will function and include the timeline for implementation. In addition, please provide a one-year work plan.

Funding Support and Sustainability (max. 200 words): Will the project be funded entirely by A Glimmer of Hope? What other funding have you secured and from whom? How will the project be sustained beyond the first year?



Section III: Budget Attachments

- 1) Attach a (1) one page spreadsheet documenting use of funds by category. For example, Personnel, Supplies, Resources, Equipment and Consultants. The project budget must outline quarterly expenditures.
- 2) Attach a current operating budget and year-to-date financial statement for the organization.

Section IV: Supporting Attachments

- 1) Brief personnel biographies including names and qualifications of staff involved with the proposed project. Limit (1) one page.
- 2) Letters of support from other collaborators on the project.
- 3) A copy of the latest verification of tax-exempt status from the Internal Revenue Service under Section 170 of the IRS Code.