



## Grant Application 2012

Please send a full proposal only after foundation staff has contacted you. Include only those materials specifically requested below.

Please submit one copy of the grant application and attachments to the foundation office. The minimum size typeface for the application is 12-point; follow the format listed below. Do not use binders, folders, or page protectors when submitting the application. If there are questions concerning the application please contact Robin Platts at 410.933.0384 or via E-Mail, [robin@dresherfoundation.org](mailto:robin@dresherfoundation.org). Proposals are not accepted by FAX or E-mail.

The Foundation will also accept applications that conform to the Association of Baltimore Area Grantmakers (ABAG) [Common Grant Application](#).

### The cover letter must contain the following information:

Organization name

Mailing address

Contact person

Telephone and FAX numbers

E-mail address

Amount of funding requested

Type of support requested (operating, project, endowment, capital or other (specify))

### The body of the proposal (maximum five pages)

Please number each page.

### Organizational Background

Concise history of the organization including date of incorporation

Summary of the agency's mission, goals and objectives

List other organizations in the region with a similar purpose

Describe any collaboration with these agencies

### Funding request/purpose of grant

Statement of need or problem to be addressed by this request

Constituency or target population served specifically for this request

Is this request for a new, continuing, or expanding program?

Explain why the program/project is needed now

Timetable for implementing and/or completing the project

Provide the *financial* plan for sustaining this program/project/building

Has the organization previously received funding from The Dresher Foundation? If so, please list the amount, date and purpose of funding.

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### **Financial Information**

Please submit financial information using the spreadsheet below or the fill-in Excel spreadsheet, which can be downloaded at <<http://dresherfoundation.org/pages/grant-application-forms.html>>.

- All line items may not be relevant to your agency.
- Unaudited figures are acceptable.

Enclose the most recent year-end Balance Sheet and Statement of Activities.

Enclose a copy of the current 2012–13 budget (including income and expense) as approved by your Board of Directors.

### **Program/project budget for this request, both income and expense**

- What amount of funding must be raised to complete this program/project/campaign?
- How much is in hand for this request?
- List foundations, corporations, and government entities that have been asked to fund this project/program/campaign and the status (pending/awarded/denied) of those requests.

### **Application Checklist**

**If any of these items are missing the request will not be considered.**

- Contact person's E-mail address and telephone number
- Board of Directors list
- The amount collectively raised and collectively contributed by the Board; listed separately
- The most recent audited financial statement OR the most recent IRS Form 990
- Organizational budget for the current fiscal year (income and expense)
- FY 2010 or 2011 Financial Forms Completed (as shown on the Foundation's website)
- Program/project budget for this request



Grant Application 2012  
Financial Information

For the Fiscal Year ending December 31, 2011, June 30, 2011, or December 31, 2010

<b>INCOME</b>			
<b>Support</b>	<b>Budgeted (\$)</b>	<b>Actual (\$)</b>	<b>Percent of support</b>
Grants—Government			
Grants—Foundations/Corporations			
Grants—United Way/Federated Campaigns			
Fees for Service			
Program Revenue			
Individual Contributions			
Direct Mail/Annual Fund			
Special events (NET)			
In-Kind Contributions—Public Sector			
In-Kind Contributions—Private Sector			
Membership Income			
Capital Campaign Contributions			
Other— <i>Include Explanation</i>			
<b>Total Support</b>			

<b>Revenue</b>	<b>Budgeted (\$)</b>	<b>Actual (\$)</b>	<b>Percent of Revenue</b>
Public Sector Contracts			
Private Sector Contracts			
Earned Income			
Investment Income			
Other— <i>Include Explanation</i>			
<b>Total Revenue</b>			

<b>Total Income (Support + Revenue)</b>			
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<b>EXPENSES</b>	<b>Budgeted (\$)</b>	<b>Actual (\$)</b>	<b>Percent of Expense</b>
Administration			
Program			
Fundraising			
Depreciation			
In-Kind Expenses			
Other— <i>Include Explanation</i>			
Debt (Line of Credit/Other)			
<b>Total Expenses</b>			
<b>Income less Expenses</b>			