



Grant Application 2010

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. 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

This information can be an attachment.

Organizational budget to actual for the **previous** fiscal year (Unaudited figures are acceptable.)

List sources of support for the entire organization (**please use both dollars and percent of budget**)

- Fee for Service
- Public sector
- Individuals
- United Way or other Federated Campaigns
- Foundations/Corporations
- Special events/direct mail
- Other (specify)

What were fundraising costs, for the entire agency, by dollar amount and percentage of total budget?

What were administrative costs, for the entire agency, by dollar amount and percentage of total budget?

What were program costs, for the entire agency, by dollar amount and percentage of total budget?

Program/project budget for this request

Funding sources for this request

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.

Organizational budget for current fiscal year, including income and expenses

Attachments

List of Board of Directors

Collectively, the amount raised and contributed by board members for the current and previous year.

Organizational chart or narrative describing the agency's internal structure

Complete audited financial statement (if one is available) and *management letter*, or most recent year-end financial statements.

If an audit is not available, provide a copy of the current IRS Tax Form 990