

**Women & Girls Fund of the Mid-Shore**

**GRANT APPLICATION FORM**

Today's Date:

Name, address, and contact information for your organization:

Person completing this application, including title and contact information (if different from above):

Brief information about your organization, including background and purpose:

*If attached, no more than one page*

Program for which you are requesting a Grant:

Expected outcome of the Grant:

Amount you are requesting:

Date when funds will be needed:

Timetable for use of funds & program implementation:

Other funders from whom you are seeking support (including amounts requested):

What will you do if the full amount you are seeking is not raised?

Please attach the following information to this application form. If you are unable to provide any of this information, please do not submit an application at this time.

1. A copy of the 501(c)3 federal tax exemption notice from the IRS or a copy of the notice from the IRS stating that your 501(c)3 designation is pending or a letter from your sponsoring "fiscal agency" with its 501(c)3.
2. A list of the organization's current board of directors, including titles, addresses, telephone numbers, and e-mail addresses.
3. A description of the program for which you are seeking a Grant. This should not exceed three pages, and must include:
  - Description of the current situation or issue
  - How your program or activity will address this situation
  - Other groups or agencies that are working with you, or independently of you, to address this situation.
  - The suppliers that will be used to help carry out your activities.
  - The number of people to be served by this project, with special emphasis on the number of women and girls.
  - How the impact/result of your efforts will be measured.
4. The organization's operating budget for the current fiscal year.
5. A copy of the organization's most recent independent financial audit or annual financial statement.
6. A copy of the organization's current annual report and other pertinent brochures, newspaper articles, or printed information (Please note that any materials provided, including videotapes, are for the Fund's use and will not be returned.)

If a site visit is needed, the Women & Girls Fund or the Grants Committee of the Mid-Shore Community Foundation will contact the organization to schedule a visit at a mutually convenient time.

Should changing circumstances significantly affect the nature, need, or timing of your request, or if you achieve full funding from other sources before hearing from us, please contact the Grants Committee of the Women & Girls Fund at once.

Women & Girls Fund of the Mid-Shore  
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