



2023 Competitive Grant Application Form

Note: All Nine (Ten for GUSD) contact information lines and questions must be answered. Please feel free to add additional space for details. Please be sure the “Criteria” is thoroughly read and understood before filling out this application.

Date: _____

Organization Name: _____

Address: _____

Phone Number: _____

Grant Writer: _____

Email Address: _____

Contact Number: _____

Program Director: _____

Email Address: _____

Contact Number: _____

For GUSD Applications: Assistant Superintendent of Business Services must sign:

Signature: _____ **Date:** _____

1. Mission/Vision Statement(s) of Organization:

Amount Requested \$ _____ Is this a new program? Y___ N___

2. Have you applied to another agency for this same request? Y___ N___

A. If yes, to whom and for how much?

B. When will you know if you have received funding?

3. In one sentence, tell us how you will use the money if your request is granted and what impact it will make.

4. Check area(s) of focus that best represent(s) your funding request:

Agriculture Arts/Culture Civic/Environmental Education
 Health Recreation Technology

5. What is the community need for this request:

6. Please explain your organization's commitment to the issues of racial equity and/or social and economic justice.

7. Tell us in detail the project or program for which funding is requested:

8. List who and how many people you would be serving with this project/program:

9. Will this program serve the Gilroy community? Y N

10. If we don't fund you entirely, what impact would this have on your program?

11. How will the project/program be funded in the future, if needed:

12. What is the work plan/timeline for this request:

13. Describe the plan by which this project/program will be evaluated:

The Applications and all required documents must be emailed as one **PDF** to grants@gilroyfoundation.org no later than **9 P.M. PST, Thursday, December 15, 2022.**

Please attach the following to your application:

- List your governing board and their business/professional affiliations. (not required by the City of Gilroy nor schools).
- Letter authorizing application for a grant from your organization's CEO/President/ Manager.
- **Most current** tax-exempt status documentation: A copy of the organization's most recent RRF-1 report for the State of California (not required by the City of Gilroy nor accredited schools).
- Last year's tax return (**form 990 page 1 only**) of your organization (not required by the City of Gilroy nor schools).

Note: Your attachments must be limited to these four items above.

Please complete this form by providing an itemized budget (with as much detail as possible) for consideration of your project.

Project Budget

Total Cost of Project: _____

<u>Expenses</u>	<u>Revenue on Hand</u>	<u>In-Kind Donation</u>	<u>Other Grants or Donations</u>	<u>Gilroy Foundation</u>
1. Contracted Services				
2. Travel				
3. Equipment				
4. Rent				
5. Supplies				
6. Printing				
7. Postage				
8. Training				
9. Other (explain) *				
10. Other (explain)*				
<u>11. Total Expenses</u>				

***see sample budget on page 4 of application**

Note: All four columns of line #11 must match "Total Cost of Project."

GRANT NOTIFICATION/DISTRIBUTION: March 2023

SAMPLE BUDGET

Project Budget

Total Cost of Project: \$54,000

<u>Expenses</u>	<u>Revenue on Hand</u>	<u>In Kind Donation</u>	<u>Other Grants or Donations</u>	<u>Gilroy Foundation</u>
1. Contracted Services				
2. Travel				
3. Equipment				
4. Rent				
5. Supplies				
6. Printing	\$4,000			
7. Postage				
8. Training				
*9. Commercials (Xfinity, YouTube)	\$3,000			
*10. Social Media Advertising	\$16,000		\$14,500	\$2,500
*11. Print Advertising	\$7,000		\$4,500	\$2,500
<u>12.Total Expenses*</u>	\$30,000		\$19,000	\$5,000

If other donations or grants are being made, include the total amounts in their column.

Fields 9,10, 11 is "Other Expenses". explain what the expense is for. (As shown in the example.)

Note: All four columns of line #12 must match "Total cost of the project."

\$54,000 is the total advertising budget for [REDACTED] All of the advertising costs in the above budget include expenses for [REDACTED]