



## **2019 GRANT APPLICATION**

Name of Organization:

Address:

Website:

Tax ID (EIN) Number:

Organization Budget Size:

Executive Director:

Telephone:

Email:

Grant contact and title:

Telephone:

Email:

Project Title:

Funding Request: \$

Brief Description of Project (maximum 100 words):

Grant applicants must provide one email copy of the following:

- Completed application including signature page
- Project Narrative – see guidelines
- Project budget
- List of Board of Directors and affiliations
- Most recent IRS Form 990 (including all attachments)
- Most recent Audited Financial Statement (including notes)
- Most recent Monthly P & L
- Verification of IRS 501(c)(3)

I certify that the contents of this grant application are true and correct, adhere to the St. Germaine guidelines, and all attachments are included. I understand that if any of these documents are not included, our application will be considered incomplete and will not be reviewed. Grant requests must be received on or before **Friday February 8, 2019**. I also understand that should we receive a grant, we will be required to submit a year-end report. I also understand that, should the project change from the narrative submitted in this application, I am required to report this immediately to St. Germaine Children's Charity.

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Executive Director's Signature

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Print Name

Date: \_\_\_\_\_



## PROJECT NARRATIVE GUIDELINES

**Narrative may not exceed 4 pages in 12 pt. type.**

**1. Organization Information:** Please give a brief summary of your organizational history and how you address and prevent child abuse in San Diego. Please include your mission statement.

**2. Program/Project:** Please state the specific use of requested funds. Describe the activities for the proposed program/project and how funding will make a meaningful difference to your organization and the youth you serve. Is this a one-time or on-going project? What makes your program unique?

**3. Impact:** Describe who will be served by this program/project. Provide the approximate number of children, families, and/or care providers served as well as the geographic area in San Diego County.

**4. Collaboration:** Describe other charitable organizations you partner with to address the needs of the community and how the proposed program/project is different than existing programs.

**5. Evaluation:** Please describe how you evaluate the outcome of this program. Specify the program/project goals and how you measure a successful impact.

**6. Staff qualifications:** Please outline key staff and volunteers' qualifications that are critical to the proposed program/project. Do you anticipate any staff changes in the next year?

**7. Other funding:** Please identify key funding sources including pledges for this program/project.

**8. Sustainability:** Describe how you intend to continue this program/project beyond the grant period. What circumstances would cause this program be delayed or discontinued?

Please send one electronic copy by Friday, February 8, 2019 with required attachments to the Vice President of Philanthropy and the Chair of the Grant Committee:

Andrea Anderson: [evanandquinnsmom@gmail.com](mailto:evanandquinnsmom@gmail.com)