**Dripping Springs Community Foundation**

**Grant Proposal**

Date:

Organization Name:

Mailing Address:

Physical Address (if different from above):

Phone:

Alternate Cell Phone (optional):

IRS 501(c)(3) Tax ID Number (EIN): Website Address:

Date Organization Incorporated:

Organization Primary Contact

Name: Title: Email: Phone:

Organization Executive Director (if different) Name:

Title: Email: Phone:

Has your organization ever received a grant from the Dripping Springs Community

Foundation? yes no

If yes, provide this information in the following table:

|  |  |  |
| --- | --- | --- |
| **Date**  **Received** | **Amount of**  **Funding** | **How Funds Were Used** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**About Your Organization**

Mission (maximum 100 words)

Agency History and Major Achievements (maximum 150 words) Description of Agency Services (maximum 150 words)

Description of Agency Annual Goals (please include numerical statistics in bulleted list format) (maximum 150 words)

Annual Total Budget:

Number of Paid Staff (full and part-time): Number of Active Volunteers:

Dates of Fiscal Year:

**About Your Project**

Project Name: Total Project Cost:

Amount Requested from DSCF: $\_\_\_\_

Project Description: be sure to include overall project description, project goals in bullet points, specific activities, the need this project will fulfill and a description of the population/clients it will serve. (maximum 300 words)

Benefit to the Community: how will this project enrich/assist the greater Dripping Springs community? What changes will occur at project conclusion? Please include how many residents of the greater Dripping Springs area will directly benefit from this project. (maximum 300 words)

Project Start Date: mm/dd/yyyy End Date: mm/dd/yyyy

Impact Area: which of the following best describes your community impact?

 Education & Training

 Historical Preservation

 Health & Human Services

 Community Development/Community Service

 Arts & Culture

 Environment

 Animal Welfare

 Recreation & Leisure

Key Staff and Volunteers: include names of key staff and volunteers involved with the project, and include their brief background, education and credentials. (maximum 150 words).

Evaluation: What objectives/numerical criteria will you collect to demonstrate that you have met your goals and achieved project success, by the end of the grant period? (maximum 300 words).

Project Budget: provide a complete line-item description of major expenses for this project and please indicate which line items that the Foundation is being asked to underwrite

Please provide list of other committed funding sources for this project, to date:

If your project has a funding gap, please describe how you plan to secure additional funding resources:

If awarded, how will your organization publicly recognize the Foundation’s grant?

 Press/Media release

 Email circulation to your constituents and donors

 Inclusion on your Website

 Social Media Announcement

 Other; please describe:

**Attachments:**

 IRS 501(c)(3) Tax-determination letter

 Most recent IRS Tax Return 990

 Most recent Year-end Financials

 List of Board Members with Affiliations

 Current Annual Operating Budget

 Most recent Audit (not required but highly encouraged)

 Accreditation Certificate ( if applicable)

 Annual Report (optional)

 Cover Letter (optional)