**APPLICANT AND ORGANIZATION**

|  |  |
| --- | --- |
| **Name** | **Organization Name** |
|  |  |
| **Email** | **Address** |
|  |  |
| **Phone** | **Organization EIN** |
|  |  |

**PROPOSAL OVERVIEW**

|  |
| --- |
| **Program or project name** |
|  |
| **What is the amount of your request?** |
|  |
| **If awarded, would you prefer the funding to be paid in installments?** |
| Highlight/bold/circle one: Yes or No |
| **What is the total project budget?** |
|  |
| **Do you have funding already committed for this project?** |
| Highlight/bold/circle one: Yes or No |
| **If yes, how much has been committed?** |
|  |
| **Type of request** |
| *Highlight/bold/circle one: Program Operational Equipment* \* If your project is a capital or event sponsorship request, please contact us.*Highlight/bold/circle one:**New Project Continuation of Existing Project Expansion of Existing Project*  |
| **Please summarize the project that will be supported by funding from the Patterson Family Foundation.** |
| ***Max. word count: 750 words*** |

 **ORGANIZATION OVERVIEW**

|  |
| --- |
| **Provide a summary of the organization’s history and current initiatives/services.** |
| *Max word count: 750 words* |
| **Describe the organization’s current partnerships, important stakeholders, and shared initiatives.** |
| *Max word count: 500 words* |

**YOUR COMMUNITY**

|  |
| --- |
| **What counties do you serve?** |
|  |
| **What community needs or problems will this project address? Why is this issue important? Who will be impacted by the project?** |
| *Max word count: 750 words* |
| **What do you feel are the major strengths of your community, and how would those strengths contribute to the success of this project?** |
| *Max word count: 500 words* |
| **What are the major challenges your community is facing?** |
| *Max word count: 500 words* |

**OUTCOMES AND SUCCESS METRICS**

|  |
| --- |
| **What are the project goals?** |
| *Max word count: 500 words* |
| **What are the anticipated short-term outcomes?** |
| *Outcomes refer to the immediate, short-term effects of a project, program, or initiative as it relates to a specific grant.**Max word count: 500 words* |
| **What are the anticipated long-term impact(s)?** |
| *Impacts are the long-term effects of a project, program, or initiative as it relates to a specific grant.**Max word count: 500 words* |
| **What tools and processes does your organization use to measure the goals, outcomes, and impacts? Describe measurement tools** (e.g. intake sheets, participation checklists, pre/post surveys, etc.) |
| *Max word count: 500 words* |
| **What is the timeline for implementing the project and the funding from the Patterson Family Foundation?** |
| *Max word count: 300 words* |

**PROJECT SUPPORT**

|  |
| --- |
| **Does this project require external partners to achieve its outcomes and impact?** |
| Highlight/bold/circle one: Yes or No |
| **If yes, please elaborate on existing or planned relationships.** |
| *Max word count: 350 words* |
| **Does this project have community support?** (Financial, in-kind, time, expertise, etc.) |
| Highlight/bold/circle one: Yes or No |
| **If yes, please describe the community support.** |
| *Max word count: 350 words* |
| **Are other agencies or projects doing similar work in the region?** |
| Highlight/bold/circle one: Yes or No |
| **If yes, how will you avoid overlap in the projects’ scopes?** |
| *Max word count: 350 words* |
| **Who are the key staff members, board members, and/or volunteers who will ensure the project’s success, and what are their qualifications?** |
| *Max. word count: 500 words* |
| **Will staff, board, or volunteer training and professional development be needed to implement this project?** |
| Highlight/bold/circle one: Yes or No |
| **If yes, please elaborate on the training and professional development needs** (e.g. training on cultural competency, effective use of social media, or fundraising techniques.) |
| *Max. word count: 350 words* |

**FUTURE PROJECT PLANS**

|  |
| --- |
| **How will you ensure the continuation and upkeep of the project once funding from the Patterson Family Foundation ends?** |
| *Max word count: 500 words* |
| **How will the evaluation results inform and strengthen future projects and organizational operations?** |
| *Max word count: 350 words* |

**ATTACHMENTS**

**Please attach:**

* Your organization’s annual budget
* Copy of your latest 990
* Copy of your organization’s IRS Tax-exempt status letter
* Budget for your project

**Optional:** Attach photos, invoices, plans, etc., relevant to your project in a single file.