



GRANT APPLICATION SUMMARY

Application Date: _____

ORGANIZATION

_____	_____
Name	Grant Application Contact Person
_____	_____
Address	Executive Director, CEO (if any)
_____	_____
Telephone	Board Chairperson (if any)
_____	_____
Organization's Founding Date	Total Annual Operating Budget
_____	_____
Contact Person Email Address	EIN/Tax ID #

Mission/Purpose of Organization: _____

Major sources of operating funds (by %): _____

AFFILIATIONS

Organization is affiliated with a national or other organization and uses their EIN/Tax ID#: _____
 Yes No (Example: Local chapter of March of Dimes)
Name of National or Other Organization (if applicable): _____

PROJECT

Purpose: Cultural ___ Educational ___ Human Services ___ Health ___ Environment ___ Other ___

Briefly describe the project and list two benefits your program would have as a result of this grant:

Specifically, how would Watertown Community Foundation funds be used?

Describe the number and type of persons who will be served by this grant: _____

Projected lifetime of item to be purchased, if applicable: _____

Anticipated project period: _____

Date by which you need a response to this application by: _____

If ongoing, how will it be financed in the future? _____

To what extent are you duplicating other services provided? _____

To what extent are you complementing other services provided? _____

FUNDING

TOTAL PROJECT COST: \$ _____

Sources and amount of *pledges or commitments* to date; _____
\$ _____

Other funding *sources and amounts sought* for the project: _____
\$ _____

TOTAL amount requested from Watertown Community Foundation: \$ _____

What percent of current Board Members currently make an annual financial contribution to your organization?

Certification that above information is correct

Signature: _____ Date: _____

Name (please print): _____

Please send the following with your grant application:

- Copy of 501©(3) Determination Letter from IRS
If you are a church, school or government entity, and are not required to have a 501©(3) Determination Letter, please provide other proof that you are tax exempt and are an active organization. (Example: recent church bulletin)
- List of Board Members, Advisory Board/Committee or Other Governing Body (may be provided via attached literature)
- A copy of your most recent Form 990 tax return
- You may enclose other supporting documents

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