

**Stranahan Foundation Full Grant Application Form
Expansion/Enhancement of Existing Program**

PROFILE OF REQUESTING ORGANIZATION

Legal Name of Organization:

City: _____ **State:** _____

Year Organization Established: _____

Current Number of Board Members: _____

Number of full Board meetings held annually: _____

Mission/Purpose of Organization (Limit: 750 characters)

Indicate current asset market value of endowment. List all endowment assets held directly by your organization, a community foundation, and/or other foundation/supporting organization: (An endowment is defined as invested assets that generate income to support the applicant organization.)

Applicant:

List the core programs/services offered by your organization (Limit 2000 characters)

Sample

List any other organizations in the community with a purpose similar to your organization and describe any collaboration, if appropriate (Limit 1000 characters)

Applicant:

INFORMATION REGARDING CURRENT REQUEST
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Program/Project Title:

Total program/project budget: _____

Amount of Request: _____

Organization fiscal year (from _____ to _____)

Period this funding request will cover (from* _____ to _____)

* NOTE: Foundation cannot pay for expenses incurred prior to a request being approved. Therefore, requested grant period must begin AFTER Foundation Board of Trustees meet to consider the request. See application deadlines at www.stranahanfoundation.org for earliest date funds would be available.

Explain how the requested grant funds will be used (e.g. *staff, facilities, equipment, materials, etc.*)
(Limit 750 characters)

Purpose - Describe the purpose of the program in 1 to 3 sentences (Limit 1000 characters)

Applicant:

Service Area - Indicate the geographic area to be served by the program (may be a region, county or counties, city/town, neighborhood(s), school district(s), zip code(s), or other) **(Limit 500 characters)**

Target Population

(1) Provide the age, gender, and race/ethnicity for the proposed target population as well as any program specific information such as socioeconomic status, educational/literacy status, employment status, diagnosis, etc. **(Limit 1000 characters)**

(2) Describe specific eligibility criteria, and if any, how eligibility is determined **(Limit 500 characters)**

Applicant:

Target Population (continued)

(3) *Indicate the approximate number of individuals or families in the service area that are in the target population and/or will meet eligibility criteria. (Limit 200 characters)*

(4) *Indicate the number of individuals or families served by the program during the past year, and the number to be served after the program expansion or enhancement. (Limit 200 characters)*

Need for Program - *Describe the unmet need(s) or problem(s) confronting the target population that is/are addressed by the program. (Limit 1750 characters)*

Sample

Applicant:

Program Description

(1) Describe the specific activities that are currently available to the participants and the amount of contact that program staff has with the participants for each activity. (examples of contact: a 9-month school year program that meets for 2 hours on Tues and Thurs; a one-time 2-hour intake process; a three-month program that meets 4 hours per day M-F) (Limit 3000 characters)

Sample

Applicant:

Program Description (continued)

(2) *List the current staff and volunteers (if they have a significant role in the provision of program services) assigned to the existing program by job title, number of hours scheduled per week and a one sentence description of job duties. If applicable, include staff credentials such as RN, MSW, etc.*

(Limit 1000 characters)

Sample

Applicant:

Program Description (continued)

(3) *Explain specifically how the program will be expanded or enhanced (for example: additional program activities or increased amount or depth and breadth of participant contact that requires additional staff or increased staff hours; additional facilities or space within an existing facility; and/or other programmatic additions). Include the specific staff positions to be added or the staff positions whose hours will be increased and by how many hours, if appropriate. (Limit 2000 characters)*

Sample

(4) *Indicate NEW costs specific to the expansion/enhancement (i.e. expenses that are not and have not been a part of the organization's operating budget). (Limit 500 characters)*

Applicant:

Program Description (continued)

(5) *Explain what prompted the decision to expand or enhance the program. (Limit 500 characters)*

Program Results - *Discuss the desired changes that will occur or the benefits derived by those participants who successfully complete the program or communities that achieve their goals. (examples: are safe from harm; move toward self sufficiency in the areas of _____; improve study habits or school attendance; have access to theatrical productions; improve ecological conditions, etc.) (Limit 2000 characters)*

Applicant:

Program Documentation - Discuss *if* and how the following are documented/measured. (Note: It is not expected that all programs can or do document all of the following.)

- *number of persons who enter the program; the number who successfully complete the program*
- *amount and frequency of participation in the program*
- *results or changes that occur in program participants as a result of participation in the program*
- *follow-up (# of months or years) to determine the long-term impact of the program*

(Limit 1500 characters)

Sample

Applicant:

Program Revenue Sources

(1) *Discuss the revenue sources available to operate the expanded program during the first year.*
(Limit 750 characters):

(2) *Discuss the revenue sources that will be available to support the expanded program after requested grant ends and Stranahan Foundation funds are no longer available. For example:*

- *ongoing sources of support such as multi-year grants, contracts, fees for services, etc.*
- *possible new sources of support such as grants, increased revenue from fees for services, etc.*
- *contributions and special events*
- *interest/investment income*
- *other (explain)*

(Limit 1500 characters)