

Coral Gables Community Foundation Grant Application



Date of Submission	Organization Name
Address	Contact Person
Contact Email	Contact Phone
Project Title	Population Benefitting from this Grant:
Amount Requested from the Foundation (min./max.)	Is your organization tax exempt under Section 501(C)3? If not, do you have a fiscal agent?

Please provide the following as attachments along with this grant application when submitting:

- A copy of your current IRS determination letter indicating 501(c)(3) tax-exempt status.
- List of your Organization's Board of Directors, their affiliations and contact information for all Board members.
- An organizational chart including staff
- Grant Budget: Please complete a project budget as outlined in the Grant Budget Form
- Finances:
 - Organization's current annual report, if available
 - Organization's current operating budget, including expenses and revenue
 - Organization's most recent annual financial statement (independently audited, if available; if not available, attach Form 990)

About your Organization and Program:

- Provide a brief history and description of the mission of your organization. This should be no longer than one page.
- Provide a one-page description of why your organization is requesting these funds. This should include:
 - How will your project enhance the quality of life in Coral Gables and in the South Florida community?
 - Explain what outcomes you plan to achieve and how you will measure the success of your program.
 - Who are the other partners in this project, if any?
 - How will the Foundation's contribution be recognized in/by this project/program

Program Budget:

- What is the total cost of the project/program? This should include the amount being requested from the Foundation as well as from other sources of financial support for the project/program.
- A description of how the Foundation's funds will specifically be spent.
- What percentage of your project/program budget will the Coral Gables Community Foundation grant comprise?

The Coral Gables Community Foundation's Board of Directors reviews all Grant Applications and will notify recipients approximately 45 days after submission.



Coral Gables Community Foundation Budget Form

Organizational Fiscal Year:

Time Period Budget Covers:

Expenses	Program for which you are applying	Overall Organization Budget
Salaries	\$	\$
Payroll Taxes	\$	\$
Fringe Benefits	\$	\$
Consultant and Professional Fees	\$	\$
Insurance	\$	\$
Travel	\$	\$
Equipment	\$	\$
Supplies	\$	\$
Printing and Copying	\$	\$
Telephone and Fax	\$	\$
Postage and Delivery	\$	\$
Rent	\$	\$
Utilities	\$	\$
Maintenance	\$	\$
Evaluation	\$	\$
Marketing	\$	\$
Other (Please Specify):	\$	\$

Total Amount Requested:

Total Expenses:

Revenue for Project/Program	Committed	Pending
Grant/Contracts/Contributions	\$	\$
• Local Government	\$	\$
• State Government	\$	\$
• Federal Government	\$	\$
• Foundations (itemize)	\$	\$
• Corporations (itemize)	\$	\$
• Individuals	\$	\$
• Other (Please Specify)	\$	\$
Earned Income	\$	\$
• Events	\$	\$
• Publications and Products	\$	\$
Membership Income	\$	\$
In-Kind Support	\$	\$
Other (Please Specify):	\$	\$



Total Revenue	\$	\$
----------------------	----	----

Grant Application Summary



Please provide a brief summary of your application in the format that follows below. **Please only use this form.**

Name of Organization + Mission: (No more than 2 sentences)	Project Title	Amount Requested	Total Amount of Project/Program	What will the grant funding be used for specifically?	If your project/program is selected for funding, how will the Coral Gables Community Foundation be recognized?