NASH FAMILY FOUNDATION GRANT APPLICATION LONG FORM

MISSION STATEMENT:

The mission of the Nash Family Foundation is rooted in continuing the philanthropic values of Ruth and Jack Nash. This means the Foundation is devoted to advancing life-long learning and supporting the disadvantaged. The Foundation is committed to helping small organizations based in the communities where the Board members live as well as those we have come to know personally.

Therefore we will only consider grant applications from organizations we know personally or that operate in one of the following locations: the Manitowoc (Wisconsin), Cleveland, Boston, or Washington, DC Metropolitan areas.

NB: EACH YEAR THE APPLICATION DEADLINE FOR THESE GRANTS IS JUNE 1.

Grants are generally awarded by the end of September.

A. Organization Information

1) Organization name

_____

2) Organization address

_____

_____

_____

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3) Contact Person Name & Title_____

Telephone and email _____

4) Federal ID #

_____

5) Date of incorporation _____

6) Board chair (Name and Title) _____

Telephone and

email_____

7) Organization's total operating budget for past year

_____

Current year _____

8) Staff composition in numbers:

Paid full time _____Paid part-time_____

Volunteers_____Interns_____

Others _____Total staff (paid & volunteer)_____

9) If your grant request is approved by the Nash Family Foundation, may we publish on our website information and photographs you provide about how the grant was used? Yes_____ No _____

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B. Grant Request Information

1) Type of request:

General support _____Start-up costs _____

Project support _____Technical assistance_____

Endowment _____Capital expenditures _____

Other _____

2) Grant amount requested_____

3) Total project cost _____

4) Name of project _____

5) Duration of project: from _____to _____

6) When are funds needed? _____

7) In what geographical location will the funds be used? ____

8) Other sources of funding _____

_____

9) Other funds or pledges received

    _____

_____

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10) Current principal sources of support:

UnitedWay_____% Government grants_____%
Foundations _____% Corporations _____%
Earned income _____% Other _____%

11) Please provide contact information for at least three persons or organizations who have benefitted from your services. References must not be paid staff members unless they were also former recipients. Please specify the relationship of the reference to your organization.

Name_____

Telephone_____Email_____

Relationship_____

Name_____

Telephone_____Email_____

Relationship_____

Name_____

Telephone_____Email_____

Relationship_____

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C. Grant Proposal Narrative

Please explain why you would like the Nash Foundation to fund your grant proposal. It is suggested that your narrative include the following elements: Organization's background

- A summary of the organization's mission, goals, history, programs, major accomplishments and challenges.

- An explanation of the unique benefits the organization provides to the community.

- Evidence of client and community support. Project/Program Description (Not required for general operating requests)

Program description

- Briefly describe the proposed program, how it relates to the organization's mission, capacity to carry out the program and who will benefit from the program.

- Explain the significance of the program and why the organization is qualified to carry it out.

- Describe the expected outcomes and the indicators of those outcomes.

- Document the size and characteristics of the population to be served by the program.

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- Outline the strategy and timeline to be used in the development and implementation of the program.

- What is the plan to involve the population you intend to serve in the design of the program?

- How does this program enhance the existing services in the community?

- Project evaluation - describe results expected by end of the funding period as well as the evaluation process you will use to assess it. Describe also the criteria for success.

Funding Considerations

- Describe plans for obtaining other funding needed to carry out the project/ program or organizational goals, including amounts requested of other funders.

- If the project/program is expected to continue beyond the grant period, describe plans for ensuring continued funding after the grant period.

- List the top five funders of this project (if applying for a program grant) or of the organization (if applying for general operating support) in the previous fiscal year, the current year, and those pending for the next fiscal year.

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D. Required Documents

Please submit the following documents with the completed proposal:

1) Complete list of the organization's officers and directors,including names, position, addresses and contact information.

2) Organization's actual income and expense statement for the past and present fiscal year, including the organization's principal sources of support.

3) Copies of the IRS federal tax exemption determination letters.

4) Program budget (multi-year if applicable). Not required for general operating requests.

5) Documents must be consolidated into one attachment.

6) Email subject line must have only the following written: Grant Application Nash Foundation

7) Email of documents must contain a request of an email confirmation of our having received this email. Only upon receipt of confirmation email from the Nash Foundation will the grant application be considered formally submitted.

NB: EACH YEAR GRANTS ARE AWARDED IN SEPTEMBER. EACH YEAR THE APPLICATION DEADLINE FOR THESE GRANTS IS JUNE 1.