

Grant Application Sample

Project Information

Agency Name*

Project Name*

Purpose of Grant *

This is your elevator pitch. In 700 characters or less, briefly describe the purpose of this request. What will the funds be used for? Keep it brief, a lot of detail will be provided in the project narratives.

Are you requesting funds for?*

Select...
Capital Request
New Program
Existing Program

Will this grant help meet a required match?*

--

If yes, explain the match opportunity

--

Project Narratives

Project Description*

In 2000 characters or less, tell us about your project!

Project Goals & Objectives*

In 1000 characters or less, tell us about the goals and objectives of this project. What do you hope to accomplish? How many people do you aim to serve? And how will you achieve these goals?

Need: What need will your project address and how was that need determined?*

In 1000 characters or less, describe the need the project will address. How do you know this project will address that need? Cite any data available here.

Community Input:*

In 500 characters or less describe the methods used or plan to gather input from the community for this project. How will you ensure that community voices, perspectives, and needs are incorporated into the project design and implementation?

Project Components and Activities*

In 1000 characters or less tell us about the program components and activities. What services will be offered? How often? Where will they take place?

Project Timeline*

In 500 characters or less, explain the timeline for this project. Will it occur one time with a specific start and end point? Is it recurring? When will the project be considered complete?

Risk Management*

In 500 characters or less, what potential risks or challenges do you anticipate in implementing the project, and how will you mitigate them to ensure successful outcomes? Keep in mind, Foundation staff is here to help when challenges arise during the implementation of our project.

Evaluation of Community Impact*

In 1000 characters or less tell us how you will evaluate and measure impact and what measurable data might result from this project. How will you determine the project's success?

Existing Projects & Collaboration: *

In 500 characters or less list any existing projects in the community similar to this request that you know of. How is your project different? Do you plan to collaborate with any other organizations on this project, and how?

Sustainability*

In 750 characters or less tell us how the project will be supported beyond the grant partnership with the Community Foundation if chosen for funding.

Attachments

Attach additional files that support this application, such as brochures, photos, past reports, etc. When possible, please attach the files as PDF's. If you have multiple pictures to share, we suggest putting them all into one Word document to upload.

Supporting File

File Upload

Supporting File

File Upload

Do you have additional supporting files?

Select.

..

Budget

List of staff required for project *

Please download the below budget worksheet, fill out, save, and reupload in the Budget Worksheet upload space. If you are having any troubles please reach out to Hannah at hannah@oceanafoundation.org.

[Click Here: 2024 Community Grant Budget Worksheet](#)

Budget Worksheet Upload*

File Upload

Budget Narrative*

Please provide any supplemental explanations needed for your budget