

Nonprofit Organization Grant Template

Organization Information

Organization Name: _____

Address: _____

Tax ID / EIN: _____

Contact Person: _____

Email: _____

Phone: _____

Grant Request Details

Program/Project Name: _____

Brief Description:

Amount Requested: \$ _____

Intended Use of Funds:

Project Start Date: _____

Project End Date: _____

Organizational Background

Mission Statement:

Year Established: _____

Key Activities/Programs:

Budget Overview

Total Project Budget: \$ _____

Other Sources of Funding:

- _____ \$ _____
- _____ \$ _____
- _____ \$ _____

Requested Grant as % of Total: _____

Evaluation & Reporting

Success Criteria:

Reporting Plan:

Authorization

I hereby certify that the information provided is true and complete to the best of my knowledge.

Authorized Signature: _____ **Date:** _____

Name & Title: _____

Important Notes

- Ensure all information is accurate and up-to-date before submission.
- Clearly link the requested funds to the stated goals and outcomes of your project.
- Include all necessary supporting documentation if required by the grantor.
- Track deadlines and tailor each application for the specific grant opportunity.
- Keep a copy of every application submitted for organizational records.