

CANYON CITY FOUNDATION PROPOSAL CALL

The Foundation will NOT award grants to: Individuals for educational or other purposes, political causes or candidates, courtesy advertising, religious, veteran or fraternal organizations, unless they are engaged in a significant project benefiting the entire community and/or organizations seeking funding for building construction or other capital improvements.

SECTION A - INFORMATION

(If you have been awarded a grant previously you may skip Numbers 5, 6, 8 and 9)

1. The name, address, phone number, email address and website address for the organization
2. Date proposal submitted
3. The name of the primary contact person for the organization, their title and their contact information.
4. The name of the secondary contact person for the organization, their title and their contact information.
5. The tax identification number of the organization (if applicable)
6. The targeted service group
7. The amount requested
8. A listing of the board of directors
9. A listing of staff members with their qualification

SECTION B - ORGANIZATION'S HISTORY

(If you have been awarded a grant previously you may skip ALL but Number 5)

1. State the mission of the organization
2. State the organization's goals
3. Give an overview of the organization, when organized, who founded it, why was it started
4. Provide information regarding the programmatic scope of the organization
5. Provide a listing of entities you plan to partner with in this NEW project and in what capacity
6. Provide a current itemized budget for the organization
7. Provide a list of other grant sources and amounts received
8. Provide a recent audited financial statement
9. Provide a list of similar projects in which the organization has participated. The list should include a description of each project, the scope of its operations and budget, and its years of operation.

CANYON CITY FOUNDATION PROPOSAL CALL (CONT.)

SECTION C - DESCRIPTION OF NEW PROGRAM

1. Describe how this new program can be a catalyst for the community
2. Provide the rationale for how this new program will complement your current programmatic offering
3. Describe the location of the program to be offered
4. Describe the population to be served by the new program
5. Identify the anticipated number of clients to be served
6. Provide an itemized budget for the requested funds

SECTION D - PROGRAM EVALUATION

1. Provide a business plan with timeline and pro forma budget for this new program
2. Provide a comprehensive explanation of the tools that will be used to measure the program's success, including those that will measure the clients' perception of services
3. Provide any letters of recommendation or other relevant documents with your proposal

Please submit your proposal electronically to the website at info@canyoncityfoundation.org or contact us if this presents a problem for your organization. **DATE DUE JUNE 30TH AT 12 MIDNIGHT.**