

**2018 Application Form**  
**ORBRC Foundation Community Action Grant**

Complete this form and email it and the required documentation to [orbrcfoundation@gmail.com](mailto:orbrcfoundation@gmail.com).  
Put **“Grant Application Request 2018”** in the subject line.

**Applicant Information**

**Name of Applicant/Organization:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Status: 501(c)3 \_\_\_\_\_ Government Entity: \_\_\_\_\_ Local: \_\_\_\_\_ Other: \_\_\_\_\_

**Director/President:** \_\_\_\_\_ Title: \_\_\_\_\_

Contact Information: Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Project Leader:** \_\_\_\_\_ Title: \_\_\_\_\_

Contact Information: Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Funding Request: \$\_\_\_\_\_ Projected Start Date: \_\_\_\_\_

Please enter a brief description of the Applicant organization’s history, purpose, constituents, and funding sources.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Grant Information**

Please enter details of the proposed project. These may include goals of the project; plans for attaining those goals; how will the funds be used; who will benefit; and how the outcomes will be evaluated. Please identify other organizations that may partner in this project.

### **Projected Expenses**

Administration:	\$ _____
Fees, Services:	\$ _____
Travel:	\$ _____
Equipment, Supplies:	\$ _____
Other:	\$ _____
Total:	\$ _____

**Comments:**

## Notes

A grant application package will contain:

- One completed application form with a signature and a copy of the organization's tax determination (501(c)3) letter, if applicable
- A list of the organization's Board of Directors
- A letter from the Applicant Organization that indicates its agreement to accept, monitor, and account for grant funds

A grant application may contain supporting copies of brochures or supplementary material related to the Applicant Organization or the proposed project.

Complete Application packages should be emailed to [orbrcfoundation@gmail.com](mailto:orbrcfoundation@gmail.com). **Please note "Grant Application Submission 2018" in the subject line.**

The Community Action Grant program operates on the following schedule:

Applications accepted:	Until May 14, 2018
Grants awarded:	By June 29, 2018
Final reports submitted:	June 14 of the following year

Successful grantees must submit a final report of accomplishments and expenses at the end of the project, or no later than June 14, 2019 after the grant approval date.