

**GRANT PROPOSAL REQUIREMENTS:**

**1. INTRODUCTION:**

Description of organization. Overview of the specific program. Dollar amount desired. Expected outcome results of the program if funded. How program will be sustained.

**2. NEED:**

Identify the steps the organization completed to address the need for funding.

**3. OBJECTIVES:**

Provide three objectives (steps you will take to accomplish your overall goal) that will be taken to reach your goal.

**4. METHODS:**

Supporting actions for each objective that will demonstrate how they will be reached.

**5. EVALUATION:**

What type of evaluation mechanism will be used to measure outcomes.

**6. BUDGET:**

Provide a detailed budget of the project, highlighting the request for funding. Please be sure to identify matched or in-kind funds on budget.

**7. SUSTAINABILITY:**

Briefly describe how the project will continue to be funded in future years.

Approved: November 2012