

**YAWKEY FOUNDATIONS  
GRANT APPLICATION**

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

1. Legal Name of Organization: \_\_\_\_\_

2. Address: \_\_\_\_\_

3. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Website Address: \_\_\_\_\_

4. Name of CEO or Executive Director:  
\_\_\_\_\_

5. Primary Contact Person and Title:  
\_\_\_\_\_

6. Primary Contact Person Phone and Email: \_\_\_\_\_

7. IRS 501 (c) (3) nonprofit? (Please circle) YES NO

8. State your Organization's Mission:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Project/Program Name: \_\_\_\_\_

10. Request Amount: \_\_\_\_\_

11. Brief Project/Program Description (**no more than four sentences**):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. List the project's target population, constituents, and geographic communities:  
\_\_\_\_\_  
\_\_\_\_\_

13. Please attach a proposal narrative (**no more than two pages**). The proposal narrative can include a description of the organization, a description of the specific request that includes goals and objectives, specific activities, the impact of your project/program on the population that your organization serves, and how you will measure success.

14. Total number of board members: \_\_\_\_\_ Total number of volunteers: \_\_\_\_\_

15. Total number of staff: Full-time \_\_\_\_\_ Part-time \_\_\_\_\_

16. Total annual organizational budget: \$ \_\_\_\_\_ Fiscal Year End: \_\_\_\_/\_\_\_\_/\_\_\_\_\_

17. Project/Program budget: \$ \_\_\_\_\_

(Please attach a budget summary for the Program/Project)

18. The period this grant will cover: \_\_\_\_/\_\_\_\_/\_\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_\_

19. List any previous support from the Yawkey Foundation in the last five years:

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20. Attachments – Please send **one** copy of each of the following:

- **Two-page narrative**
- **Program budget**
- **The IRS letter confirming tax-exempt status under section 501(c)(3) of the Internal Revenue Code**
- **Most recent audited financial statements**
- **Most recent 990 tax filing**
- **Current Board of Directors listing**
- **A current listing of corporate, foundation, and major individual contributors or a copy of your most recent annual report**