Basic Needs Giving Partnership – Implementation Grant Initial Application

When applying online, you will be asked to provide the following information:

**Organization Information**
- Lead Organization’s Legal Name
- Federal EIN
- Address
- Website
- Phone Number
- Project Fiscal Agent
- Has your governing board approved a policy that states the organization does not discriminate? If not, explain why not.
- List of Collaborating Organizations and Contact Information

**Contact information**
Primary Contact
- Name
- Title
- Email
- Phone number

Primary Project Facilitator
- Name
- Title
- Email
- Phone number

**Project Overview**
- Brief summary of the request (1,500 characters)
- Total Amount Requested (including breakdown by year if a multi-year grant is requested)
  - Project start date
  - Project end date
- Explain the need for this project.
- How does this project address one or more of the impact areas of the Basic Needs Giving Partnership and issues or concerns identified in the most recent Brown County LIFE Study?

**Objectives/Activities**
- Explain the objective you hope to achieve with this proposed project/program. (2,500 characters)
- Provide an estimated timeline of activities and describe any previous planning. (2,500 characters)
- What is the role of each collaborating partner? (2,500 characters)
**Project Funding**
- Provide a narrative or explanation of budget (2,500 characters)
- How will the work be sustained when the proposed funding ends? (2,500 characters)

**Program Evaluation**
- Who will benefit from the project and how?
- What outcomes and measurements will be used to show community impact from the proposed program or project? (2,000 characters)

**Required Documents:**
- **Budget Form** download [this form](#), complete it, and upload it.
- **Officers and Board Members**, for the lead organization and each collaborating partner organization.
- **Audited Financial Statements** for all organizations for the most recently completed fiscal year. If no audit is required for your organization contact the foundation for further instruction.
- **Letters of Support** are required from collaborating organizations if successful implementation of the grant proposal is dependent upon their participation.

**Optional Documents:**
- **Other Documents** specific to the grant program

*If the application is selected for secondary review, your organization will be notified to return to the grant application portal to complete the full application narrative and full application budget.*