



2008-2009 SCMAAF Grant Application Guidelines (Deadline: November 21, 2008)

Please provide the following:

1. One page summary of proposed use of requested funding.
2. Narrative – no longer than two pages.
We are interested in information related to the project/program that the SCMAAF grant award will fund. The grant application will be evaluated on the following criteria:
 - Goals of the project
 - Timetable for achieving the goals
 - Number of people to be served by the program; what is the full capacity of the program; what is the % of capacity served in the last 3 years
 - Expected community impact of the program
 - Need for the program in the community
 - Line item budget for the project including the amount needed to fully fund the project.
3. Please attach the following:
 - 501c3 certification – subsequent validation as appropriate
 - Mission statement
 - Budget for the previous fiscal year for the organization
 - Profit/Loss Statement for the previous fiscal year
 - List of current sources of income
 - Organizational chart for the non-profit with current Board of Directors
4. Enclose brochure, news articles, fact sheet, promotional DVD, or any other items which would assist the committee in determining the appropriateness of your program to our mission.
5. Complete the Grant Application Cover Sheet and submit all materials to the address provided on the cover sheet.
6. Please make six additional copies of entire packet for committee and submit with original application.