



GRANT PROPOSAL SAMPLE QUESTIONS

Current Grantee Information

- Enter the total dollar amount granted by The Merancas Foundation in the prior calendar year.
- Confirm whether the funds previously provided have been fully utilized. If not, please elaborate how you anticipate fully utilizing the remaining funds.
- Provide a brief and concise summary of your progress made toward goals and objectives noted in last year's grant request; include the number of individuals or households served last year and in what capacity.

Organizational Mission

- Provide a brief statement regarding the charitable intent for your organization.

Grant Proposal

- Provide a brief and concise description of your request; this must include how many individuals or households your organization expects to serve annually.
- Enter the amount requested for this year; if your request is different from the previous year (larger or smaller), please provide an explanation regarding the change in needs.
- Describe the geographic focus and demographic profile of the people you serve (location; gender; race; ethnicity; income; etc.).
- Describe how this grant funding will benefit the community and/or population you serve. Components may include the need; the strategy & plan to address the need; a program description; the anticipated impact; your sustainability plan; and the internal and external influences that could affect your work, etc. Please include the number of people or households served annually, and in what capacity. For capital campaign requests, please include the campaign goal; the total amount raised to date; top five donors and their pledge amounts; the fundraising timeline; and the project/operational timeline.

Community Landscape

- What other nonprofit organizations are doing similar work as your organization in the community?
- How is your organization different/unique from these other nonprofit organizations?
- How does your organization partner and/or collaborate with these other nonprofit organizations?

Organizational Leadership

- Provide a list of your organization's key leaders.
- Describe the demographic profile of your leadership team and staff (gender; race; ethnicity; income; lived experience, etc.).
- Why is your organization's leadership the right team to address this opportunity (strengths and skills as it relates to achieving impact)?
- In the past year, has there been any change(s) in leadership of the Board Chair and/or Executive Director? In addition, is there any such change(s) anticipated in the coming year?

Financial Information

- Download your most recently filed IRS Form 990 and provide requested data.
- Provide total number (or estimate) of contributors providing the contributions, gifts, and grants.
- List your largest funding source and revenue received.
- List the top five contributors to your organization reflected in your IRS Form 990.
- Provide the percentage of board members' contributions; if less than 100% board members contributed, please explain.
- Provide information requested from IRS Form 990.
- Explain any anomalies regarding financial information.
- In addition, if your IRS Form 990 reflects a larger entity outside of our geographical focus area (international, national, state, etc.), please upload your LOCAL budget and provide the following requested information:
 - Total local revenue/operating budget
 - Total local revenue from grants and contributions
 - Total number of local contributors
 - Top (5) five local contributors

Policies and Plans

- Has your organization adopted a new formalized, documented, board-approved strategic plan in the past 12 months? If so, please share your top three priorities.

OPTIONAL:

- How long (in total dedicated working hours) did it take you and/or your team to complete this application?
- Provide any constructive feedback about the application process, site visits, virtual meetings, response time, receiving assistance when needed, etc. In addition, please feel free to share any general feedback we should consider as the Foundation evolves.
- Provide organizational logo and URL.