



## Monterey Peninsula Foundation - Grant Application

---

### **PAGE 1**

1. Organization Name
2. Legal Organization Name (if different than known organization name)
3. Tax ID Number
4. Address
5. City
6. State
7. Zip Code
8. Phone Number
9. Website
10. Mission Statement (character limit: 3000)
11. Year Established
12. Describe the organization's history and major accomplishments (If you've applied before, you only need to list recent accomplishments). (character limit: 3000)
13. Describe the organization's current programs (character limit: 4000)
14. How many constituents does the organization serve annually?
15. Ten largest financial gifts received in most recently completed fiscal year (character limit: 2000)
16. Fiscal year ending date

### **PAGE 2**

1. Executive Director First Name
2. Executive Director Last Name
3. Executive Director Title
4. Executive Director Email

### **PAGE 3**

1. Who is the contact for this request?

### **PAGE 4**

1. Number of Full Time Staff
2. Number of Part Time Staff
3. Number of Volunteers



**PAGE 5**

1. List of Board of Directors, including name, city of residence, and profession (character limit: 3000)
2. How much funding did the Board of Directors contribute to the organization in the most recent fiscal year?
3. What percentage of the Board of Directors contributed funds to the organization in the most recent fiscal year?

**PAGE 6**

1. Requested Amount
2. If your grant is awarded, please let us know how soon you will need grant funds based on your cash flow and organizational needs. Select a date on the last day of the month, within 4 months after award decisions (Spring Cycle = April, Fall Cycle = October).
3. Program Title (If requesting general operating support, write "Operating Support")
4. Program Start Date (If requesting general operating support, enter fiscal year start date)
5. Program End Date (If requesting general operating support, enter fiscal year end date)
6. Describe the community need that this request will address (character limit: 3000)
7. Summarize the activities for which your organization is requesting grant funds (character limit: 4000)
8. Describe the constituency this request will serve (be specific about demographics such as age, gender, ethnicity, and geographic locations). (Character limit: 3000)
9. List up to three main goals of the request, including expected outcomes and activities for each goal (character limit: 3000)
10. How will the organization collect information to measure success? (character limit: 3000)
11. How many constituents will you serve through this request?
12. List all grant requests including: the funding source, the amount requested, and whether it is pending or approved. (character limit: 3000)

**PAGE 7**

1. List key staff associated with the grant request (including first name, last name, title)

**PAGE 8**

1. Select Program Area (Arts & Culture, Community & Environment, Education, Health & Human Services, or Youth)
2. Select Type of Support (Capital & Operating Support, Capital Support, Operating Support, or Program Support)

**PAGE 9**

1. **\*FILE UPLOAD\***
  - a. Upload organization budget for the fiscal year you are applying for
  - b. Upload program/project budget (only for Program or Capital requests) for the time frame reflected in your grant request
  - c. Statement of Financial Position (Balance Sheet) for most recently completed fiscal year
  - d. Statement of Activities (Profit & Loss Statement) for most recently completed fiscal year
  - e. Audited Financial Statement or Financial Review completed by a third party (if applicable)

**PAGE 10**

1. Signature of authorized Board Member
2. Signature of additional authorized representative
3. Date

**PAGE 11**

1. Submit application