



WOODBURY
COMMUNITY FOUNDATION

2019 GRANT APPLICATION INSTRUCTIONS

The Woodbury Community Foundation (WCF) is once again proud to offer Community Grants to invest in local nonprofits which are making a difference in our community.

WCF will give special consideration to funding nonprofit projects that address one of four strategic focus areas that have been identified by the community as areas of local concern in 2019. They include:

- Improve community health and well-being
- Reduce hunger, especially for underserved local families
- Increase public safety
- Expand youth development

Our 2019 Grants Program will fund grants of up to **\$2,000** for as many as **four** qualifying nonprofits or government entities, including schools or community organizations, such as coalitions or a collaborative.

TO APPLY:

- Complete Grant Application Cover Sheet
- Write Grant Proposal Narrative
- Submit both by email to wcf@woodburyfoundation.org.
 - Use the subject '2019 Community Grant Application'
- Grant applications are due by 5:00 pm on Friday, Aug 9, 2019.

Grants will be awarded at the WCF Chef Fest, Nov 3. For questions, call the Foundation at 651-505-7024.



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2019 GRANT APPLICATION COVER SHEET

DATE OF APPLICATION:	AMOUNT REQUESTED:	TOTAL PROJECT BUDGET:
ORGANIZATION:		
CONTACT PERSON:	PHONE NUMBER:	EMAIL:
NAME OF EXECUTIVE OR EXECUTIVE SPONSOR:	PHONE NUMBER:	EMAIL:
PROJECT TITLE:		
STRATEGIC FOCUS:		
COMMUNITY/POPULATION SERVED:	GEOGRAPHIC AREA SERVED	
PLEASE GIVE A 2-3 SENTENCE SUMMARY OF REQUEST:		



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GRANT PROPOSAL NARRATIVE

Proposals must be typed and limited to 4 pages. Include the cover sheet with your narrative.

A. Nonprofit Background (approx. 1 page)

1. Briefly describe your nonprofit. Identify who will lead the project.
2. Who is your target audience? How many people? What are your demographics?
3. Describe the community need you are hoping to affect. (Briefly cite data or stats)

B. Project Information (approx. 2 pages)

1. What is the overall goal of this project?
2. Specifically, describe the project.
3. Describe your project outcomes.
4. How will you know that your program is making a difference? How will you measure outcomes?
5. What is your project's timeframe?
6. Describe how your project aligns with the WCF Grant Selection criteria.
7. Describe how you will share the results of your grant project.

C. Budget (approx. 1 page)

1. Please describe in detail how you will use the grant funding.
2. What is your long-term strategy for continuing this work.

GRANT SELECTION CRITERIA

- **Does your project address one of the 2019 four strategic community focus areas?**
- **WCF is committed to addressing racial and economic disparities. How will your project address these disparities?**
- **Does your project use inclusiveness, collaboration, existing resources and innovative solutions?**
- **How will your project make a significant difference in our community?**