

**Outreach Committee**

 **Grant Application**

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| NAME OF ORGANIZATION:  | DATE:  |

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| **PART 1: ORGANIZATION INFORMATION** |
| **CONTACT PERSON & TITLE:**  |
| **ADDRESS:**  |
| (Line 2):  |
| (City/State/Country/Zip or Postal Code):  |
| **MAILING ADDRESS** (if different than above):  |
| **EMAIL:**  | **PHONE:**  |
| **WEBSITE:**  |
| **ORGANIZATION MISSION STATEMENT:**  |
| **HEAD OF ORGANIZATION:**  |
| **PRESIDENT OF BOARD:**  |
| **NUMBER OF BOARD MEMBERS:**  | **BOARD MEMBERS FROM TARGET COMMUNITY:**  |
| **NUMBER OF EMPLOYEES** (Total):  | Full Time:  | Part Time:  | Volunteers:  |
| **OTHER COMMUNITY/LOCAL PARTNERS OR AFFILIATIONS:**  |

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| **PART 2: FINANCIAL INFORMATION** |
| **1. PLEASE PROVIDE A COPY OF YOUR ORGANIZATION’S MOST RECENT ANNUAL BUDGET, ALONG WITH A YEAR-TO-DATE BUDGET-TO-ACTUAL REPORT.** You may either paste the information below or attach it to your application. |
| **2. WHAT ARE YOUR ORGANIZATION’S PRIMARY SOURCES OF INCOME, AND HOW STABLE OR CONSISTENT ARE THOSE FUNDING SOURCES?**  |
| **3. WHAT FINANCIAL OVERSIGHT STRUCTURES DO YOU HAVE IN PLACE** (e.g., a finance committee, board review of budgets and reports, or an external bookkeeper or accountant)?  |
| **4. WHAT PERCENTAGE OF YOUR ANNUAL EXPENSES GOES TO ADMINISTRATIVE COSTS VERSUS PROGRAM DELIVERY?**  |
| **5. HAVE YOU FACED ANY SIGNIFICANT FINANCIAL CHALLENGES IN THE PAST 2-3 YEARS, AND HOW DID YOUR ORGANIZATION RESPOND?**  |
| **FOLLOWING THE REVIEW OF YOUR APPLICATION, THE COUNCIL MAY REQUEST THE FOLLOWING:*** Recent audited financial statement
* Copy of IRS letter stating 501 (c) (3) status (if applicable)
* Recent Annual Report
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| **PART 3: PROJECT OR PROGRAM INFORMATION**Describe the proposed **PROJECT** or **PROGRAM** using the questions below. |
| **NAME OF PROJECT OR PROGRAM:**  |
| **AMOUNT REQUESTED:**  |
| **PLEASE GIVE A BRIEF DESCRIPTION OF THE WORK OF YOUR ORGANIZATION, INCLUDING ITS MISSION, THE NEEDS IT ADDRESSES, AND THE COMMUNITY IT SERVES:**  |
| **PLEASE GIVE A DETAILED DESCRIPTION OF THE PROJECT OR PROGRAM FOR WHICH YOU ARE REQUESTING FUNDING:**  |
| **IF YOU HAVE RECEIVED FUNDING FROM BMPC IN THE PAST, BRIEFLY LIST WHEN AND DESCRIBE THE IMPACT THAT FUNDING HAS HAD ON YOUR WORK.**  |
| **WHAT SUCCESSES HAVE YOU EXPERIENCED IN THE PAST YEAR, INCLUDING A DESCRIPTION OF HOW YOUR ORGANIZATION MEASURES SUCCESS:**  |
| **WHAT ARE YOUR GOALS AND OBJECTIVES FOR THIS NEW YEAR?** |
| **WHAT STRUGGLES HAVE YOU FACED IN THE LAST YEAR IN THIS PROGRAM OR YOUR ORGANIZATION?**  |
| **HOW HAS YOUR ORGANIZATION CHANGED OR GROWN IN RESPONSE TO THE WORK THAT YOU HAVE BEEN DOING IN THIS COMMUNITY?**  |
| **HOW ARE YOU COLLABORATING WITH OTHER ORGANIZATIONS IN THIS COMMUNITY?**  |
| **WHAT IS THE FUTURE GROWTH YOU SEE IN THIS PROGRAM/PROJECT?**  |
| **HOW WILL YOU FUND THIS PROGRAM IN THE FUTURE?**  |
| **PROVIDE A DETAILED BUDGET OF THE PROGRAM/PROJECT FOR WHICH YOU SEEK SUPPORT:**  |
| **HOW CAN BMPC BE ENGAGED HANDS-ON IN THE WORK OF YOUR ORGANIZATION OR THIS PROGRAM?**  |

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| **Name:**  | **Date:**  |
| **Signature:**  |

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| **APPLICATION SUBMISSION INSTRUCTIONS** |
| **This application must be submitted electronically to Jen McArthur at** **grants@bmpc.org****The deadline for submission is October 24, 2025.**\*Please feel free to attach additional information about your organization and project/program. |