

THE DEFIANCE AREA FOUNDATION
GENE SMART COMMUNITY SERVICE CENTER
511 PERRY STREET
DEFIANCE, OHIO 43512
TELEPHONE (419) 782-3130 FAX (419) 782-3174
www.defianceareafoundation.org defoundation@defnet.com

GRANT APPLICATION FORM

DUE DATES: March 31, May 30, September 30, and December 31

Section I. Information about the Applicant: **Date Requested:** _____

Name of Organization: _____

Address: _____

City, State, Zip Code: _____

E-Mail Address: _____

Telephone Number: _____

Name of person requesting grant: _____

Position with Organization: _____

Tax Status of requesting Organization: _____

(Please attach a copy of your IRS Determination Letter)

Federal Identification Number: _____ **Date Organized:** _____

Total Cost of Project for which request is being made: _____

Projected start date of this Project: _____

Monies raised to date for this Project: _____

Please state the amount you are requesting: _____

Please list other sources of funding:

Please give a brief explanation of the Project and how the Grant will be used:

Section II. Attachments and Directions:

Checklist

- **Submit the completed original application (page 1 of this form).**
- **Provide a one page summary of your project and how the grant monies will be used.**
- **Provide your most recent financial statement including income and expenses for the past year.**
- **Provide a copy of your IRS Determination Letter, stating you are a 501 © 3 organization.**
- **Enclose an estimated cost of the project by including estimated expenses from contractor or organization completing the actual work.**
- **Provide copy of your governing Board Members.**
- **Enclose two letters of support for your grant request.**
- **Provide 8 Copies of information listed above (collated and stapled) for distribution to Defiance Area Foundation Board of Trustees.**

IMPORTANT NOTE: If any of the above information is missing when we receive your grant request, it will not be presented to the Grant Review Committee until all of the information is complete. The Grant Review Committee meets in January, April, June and October.

Thank you,

**Christine R. Hubbard
Executive Director
Defiance Area Foundation**