

O U R M I S S I O N:

## “TO GIVE HOPE, CHANGE AND A BRIGHTER FUTURE FOR THE WOMEN AND GIRLS OF PITT COUNTY”

**WOMEN FOR WOMEN**

**GRANT APPLICATION REQUIREMENTS 2018 – 2019**

Grant requests in the subject areas of women and girls are being accepted by the Women for Women Endowment Fund from non-profit organizations, governmental agencies, churches and schools in Pitt County, North Carolina. Applications may be obtained from the website [http://www.womenforwomenpittcounty.org/application.html,](http://www.womenforwomenpittcounty.org/application.html) or by contacting Cheryl Johnson, Grants Co-Chair at [grants@womenforwomenpittcounty.org.](mailto:grants@womenforwomenpittcounty.org) For questions please contact Laura King at (252) 752-9238.

We encourage grant applications that address health and wellbeing, physical fitness, education, the arts and other areas which will improve the lives of women and girls.

## Please Note: We use an on-line application process. All documents should be sent to the indicated email address. If this is not possible, please contact Laura King for further instructions.

Completed applications should be submitted to: [grants@womenforwomenpittcounty.org](mailto:grants@womenforwomenpittcounty.org).

Grants will be accepted from June 1, 2018 until August 1, 2018. **All grant applications must be submitted on-line by midnight EST on Tuesday, August 1, 2018.** Applications received after this deadline will not be reviewed.

## Timeline for Grant Applications:

June 1, 2018 – August 1, 2018: Grant Submissions **August 1, 2018: Deadline for Grant Submissions** Late September: Applicants notified

Grant Cycle: October 1, 2018 – September 30, 2019 **(all funds must be utilized during the one-year grant period)**

Women for Women is dedicated to providing grants to community programs and organizations that: build self-esteem; improve the quality of life; meet physical, emotional and spiritual needs; create and/or promote educational and economic opportunities for women and girls.

The following items **must** be included with your application:

* Copy of IRS letter indicating tax-exempt status 501(c) (3)
* Original signatures of both your Chief Executive Officer and the President or Chair of your Board of Directors on the application
* Most recent certified public accounting audit (a Quickbooks statement is not acceptable) or your most recent 990 Tax Return
* A list of members of your Board of Directors, indicating titles of the officers of the Board
* A list of staff members associated with the project or program and the date they joined your organization
* A detailed **Current Annual Budget** of your entire organization must be submitted.

## Guidelines for Completing the Application:

* We **DO NOT** fund the following:
  + Capital improvements
  + General operating expenses (rents, utilities, existing staff salaries or benefits, general office supplies not associated with the specific grant program/project)
  + Programs/projects that benefit men/boys or
  + Programs/projects that promote a particular political or religious viewpoint.
* We can only fund programs or projects that benefit women and girls who reside in Pitt County.
* All questions on the grant application must be answered. Be concise when responding and only provide information that answers that question. Do NOT submit attachments, except for the budget.
* We fund tangible line items associated with a specific program or non-profit organization.
* Applicants must be a 501(c) (3) non-profit organization, school, church or government agency.
* The primary applicant (the person who signs the application) must be at least 21 years of age.



# GRANT APPLICATION FORM

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| **Date:** | Click here to enter text. |
| **1. Organization Name:** |  |
| **2. Program/Project Title:** | Click here to enter text. |
| **3. Mailing Address:** | Click here to enter text. |
| **4. Street Address (if different than mailing address):** |  |
| **5. Address Where the Program/Project Takes Place:** | Click here to enter text. |
| **6. Contact Person Name and Title:** | Click here to enter text. |
| **Email Address:** | Click here to enter text. |
| **Telephone:** | Click here to enter text. |
| **FAX:** | Click here to enter text. |
| **7. Tax ID Number:** | Click here to enter text. |

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| **8. Amount Requested:** | Click here to enter text. |
| **9. Describe the Mission of the Organization.**  **(NO ATTACHMENTS ALLOWED). Not to**  **exceed 250 words.** | Click here to enter text. |
| **10. Describe the problem or need that your program/project will address. NO ATTACHMENTS. Not to exceed 250 words.** | Click here to enter text. |
| **11. Describe what changes and benefits will result (expected outcomes). NO ATTACHMENTS. Not to exceed 200 words.** | Click here to enter text. |

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| **12. How many women and/or girls will be targeted by this program/project?** |  |
| **13. Describe the strategies to accomplish the plans of your program/project.**  **NO ATTACHMENTS**  **Not to exceed 250 words.** |  |
| **14. What is your plan to recruit participants for your program/project? NO ATTACHMENTS. Not to exceed 200 words.** | Click here to enter text. |
| **15. Provide a one year timeline with expected completion dates.**  **NO ATTACHMENTS.** |  |
| **16. Provide a complete budget *specific* to this program/project.**  **Use budget form provided.** | Click here to enter text. |
| **17. List the names of other organizations to which you have also applied for support of this specific program/project.** | Click here to enter text. |

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| **Include the amount you requested and the status (pending, approved, denied) of your request.** |  |
| **18. If you have received Women for Women funds in the past, describe what the funds have done for your organization.**  **NO ATTACHMENTS**  **Not to exceed 100 words.** |  |
| **19. How will you let the community know that WFW helped to fund this program/project?** |  |
| **20. Submitted by:** | Click here to enter text. |
| **Signature and Date:** |  |
| **21. Name of President/Chair, Board of Directors:** | Click here to enter text. |
| **Signature and Date:** | Click here to enter text. |