

Advisory Neighborhood Commission 6C  
Grant Application Cover Sheet and Application Form

*Please print all Information.*

**PART ONE: BASIC INFORMATION**

Date of Application:

Applicant Organization:

Address:

**Primary Contact Person**

*The Primary Contact will receive all correspondence from the Grants Committee*

Name:

Title:

E-mail:

Telephone:

Fax:

**PART TWO: PROJECT DESCRIPTION**

Provide a brief description of the proposed project:

Date of project start:

Date of project end:

Amount requested:

Projected total cost:

Names of other funding sources, with amounts (if any):

I hereby attest to the truthfulness of the representations on this application form and in the attachments and will comply with all requirements and regulations of the District of Columbia.

Name (signed): \_\_\_\_\_ Date: \_\_\_\_\_

Name (printed):

## **Project Description**

Please describe the proposed project (in 500 to 1,200 words). The level of detail included in your proposal should reflect the amount of money being requested; a proposal requesting \$4,000, for instance, must include considerably more information than a proposal asking for \$500. The proposal should set out clear project goals; these goals and activities should be **specific, measurable, attainable,** and **relevant** to the ANC 6C community. Add additional pages if necessary. See application instructions for more detail.

**Budget**

Please include a detailed, itemized budget, in table form, of the entire project, not just the portion for which ANC 6C grant funds will be used. Proposed budgets should indicate specifically which items will be paid for using ANC 6C grant funds. If funds from other sources will be used, (including funds provided or raised by the applicant, grants from other organizations or ANCs) those funds and the items they will be used for should be indicated in the proposed budget. Also include volunteer labor and donations in kind (with or without an estimated value). Add additional pages if necessary. See application instructions for more detail.

## **Project Outcome**

Please explain what a successful outcome of this project will look like (in 250 to 750 words). How do you plan to measure the success of your project, e.g., surveys of outcomes, number of participants, final outcomes? How will you document your project, e.g. with videos, photos, artwork, or testimonials? Be aware that documentation will be helpful in writing the **required Final Report**. Add additional pages if necessary.

## Supporting Documents

Please insert all supporting documents, as described below. Add additional pages if necessary.

1. **Required:** A copy of your IRS 501(c)(3) non-profit status letter and identification number. Please label this attachment **Proof of 501(c)(3) Status**.
2. **Required:** Letters of support from the head of your organization and of any partnering organization(s).
3. **Strongly suggested:** Letters of support from stakeholders, beneficiaries, and other community members.
4. **Strongly suggested:** Photographs, architectural drawings, or other documentation that demonstrates your organization's ability to complete the project and fulfill your grant obligation.