

DART FOUNDATION
Grant Application
LONG FORM

Organization

Name _____
Address _____
City _____
State _____ Zip _____
IRS Determination _____ Type _____

Contact

Name _____
Title _____
Phone _____
Email _____
Other Info _____

Amount Requested _____
Purpose of Grant _____
Date Needed _____

* * * *

Please use the following narrative format for grant applications to the Dart Foundation.

1. Organization Information

- Brief summary of organization's history.
- Brief statement of organization's mission and goals.
- Description of current programs, activities and accomplishments.

2. Purpose of Grant

- Statement of need: problems or opportunities to be addressed, description of target populations and how they will benefit.
- Description of project goals, measurable objectives, and action plans, and a statement as to whether this is a new or ongoing part of the sponsoring organization.
- Timetable for implementation.
- Other partners in the project and their roles.
- Long term strategies for funding this project at end of grant period.

3. Evaluation

- Plans for evaluation including how success will be defined and measured.

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4. Budget

- Anticipated expenses and revenue for project.
- List amounts requested of other foundations, corporations and funding sources to which this proposal has been submitted.
- In the event we are not able to meet your full request, please indicate priority items.

5. Attachments

- Copy of current IRS determination letter indicating nonprofit status.
- List of board of directors with affiliations.
- Organization's most current operating budget and most recent audited financial statement or Form 990.
- Letters of support that verify project need and collaboration with other organizations (optional).
- Annual report, if available.

6. Submission

Please send to the **Dart Foundation, 500 Hogsback Road, Mason, MI 48854.**

Questions may be directed to Claudia Deschaine, Grants Manager, at 517-244-2190.