Building Community Capacity
Grant Application Questions

The Saint Paul & Minnesota Foundation only accepts applications online. This document is made for reference ONLY. Do not submit this document. Any mailed/emailed applications will not be considered.

**Organization Information**

1.1 Mission Statement *(Characters: 300)*
1.2 Describe your organization. Indicate what percentage of your services benefit the East Metro, West Metro and other locations *(Characters: 500)*
1.3 Describe current project/program area(s). *(Characters: 1000)*
1.4 Number of: Full-time paid staff Part-time paid staff Volunteers Others assisting/types of assistance (e.g., Visas, interns, AmeriCorps consultants, etc.)
1.5 The organization's current year budget

**ATTACHMENTS**

Current year operating budget (For capital requests, include current capital campaign budget of income and expenses)
Year-end statement of income and balance sheet
Current year-to-date income and expense statement
Board/Committee List

**Proposal Details**

2.1 Select which of the following best describes the purpose of this grant request
2.2 Proposed Grant Title
2.3 Proposed Grant Start and End Dates
2.4 Amount Requested
2.5 Contact Name, Title, Email, Phone
2.6 If you are serving as the Lead Organization in a collaborative effort, please list partner(s) here. *(Characters: 500)*
2.7 Do you have an active grant with the Foundation?
2.8 Select one area of community vitality from the list that best describes the focus of your grant request.
2.9 Select which of the following best describes the primary geographic area to be served by your grant request.

**Narrative**

3.1 Describe the opportunity, challenge, issue or need that your organization is currently facing? Share any supporting data/research/documentation that you think might help us understand what you are working to achieve. *(Characters: 3000)*
3.2 Given the current landscape, how are you structuring your work to meet the challenges? Give some examples of what that might look like. *(Characters: 3000)*
3.3 Why is your organization best suited to do this work? *(Characters: 2000)*
3.4 Who will be directly served by the proposed grant?
3.5 Provide any additional information not already captured regarding the primary population to be served by the proposed grant. *(Characters: 1000)*
3.6 Identify the age group to be served by the proposed grant.
3.7 What does success look like for your organization by the end of the grant period? *(Characters: 2000)*