



The competition can be fierce for nonprofit grants offered by private foundations, and other grant-giving bodies, but following a number of best practices for grant writing will set you far ahead of the pack!

GreenKite Fundraising has created this handy grant proposal template. If you're unable to complete this template and gather the necessary support documents, you may not be grant ready!

Let us know if we can help!

Organization Name:

Address:

Phone:

Website:

Facebook:

Instagram:

LinkedIn:

YouTube:

Tax ID Number:

Executive Director Name and Contact:

Key Staff:

Fiscal Year Dates:

Organization Budget (FY2021):

Quick Stats:

Mission & Vision Statements:

Geographic Area Served:

Diversity & Inclusion Statement:

Total Number of Board Members:

Board Demographics:

Staff Demographics:

Problem Your Mission Solves:

List of Community Partnerships:

Strategic Goals:

History:

Number(s) Served to Date:

Programs:

Impacts (3-4):

Plan of Evaluation:

Awards/Recognitions:

Uniqueness of Organization:

Recent Accomplishments:

Organizational Challenges:

Top 10 Funders:

Relevant Research Statistics:

Quotes/Testimonials:

Media Links:

Attachments Needed:

Board Members & Affiliations

Org Chart

Past Three Year's 990s

Past Three Year's Audited Financials

501c3 Letter

Current Budget vs Actuals

Program Budget(s)

Good Standing Certification

Staff Bios

Fundraising Plan

Strategic Plan

Annual Report(s) &/or Newsletters