

**This is a sample of the Full Proposal for a grant application. This PDF is for reference only. All grant submissions must be completed through our grant management portal at [www.oishei.org](http://www.oishei.org). A Letter of Inquiry must be submitted before a Full Proposal. Not all applicants that submit a Letter of Inquiry will be invited to submit a Full Proposal.**

*\*Note: Some information will be carried over from the LOI submission for review by the applicant.\**

### Organization Information

Organization Information	
Applicant Organization (Legal Name)	
Doing Business As	
Street Address	
City	State - Select One -
Zip Code	
Website Address	
Phone Format: 999-999-9999	
What is Your Organization's Mission Statement?	

Tax Information
Tax ID

Organization Classification
Organization Type

### Contact Information

Contact Information for Executive Director or Organization's Leader				
Prefix <None>	First Name	Middle Name	Last Name	The Organization Contact should be your Executive Director, CEO, Chair, etc.
Suffix <None>				If awarded, this contact should be the appropriate addressee for your contract.
Title				

**Office Phone**

Format: 999-999-9999

Extension

**Mobile Phone**

Format: 999-999-9999

E-mail Address

**Request Contact**

Same as Organization Primary Contact if No

Prefix First Name Middle Name Last Name

<None>

Suffix  
<None>

Title

**Office Phone**

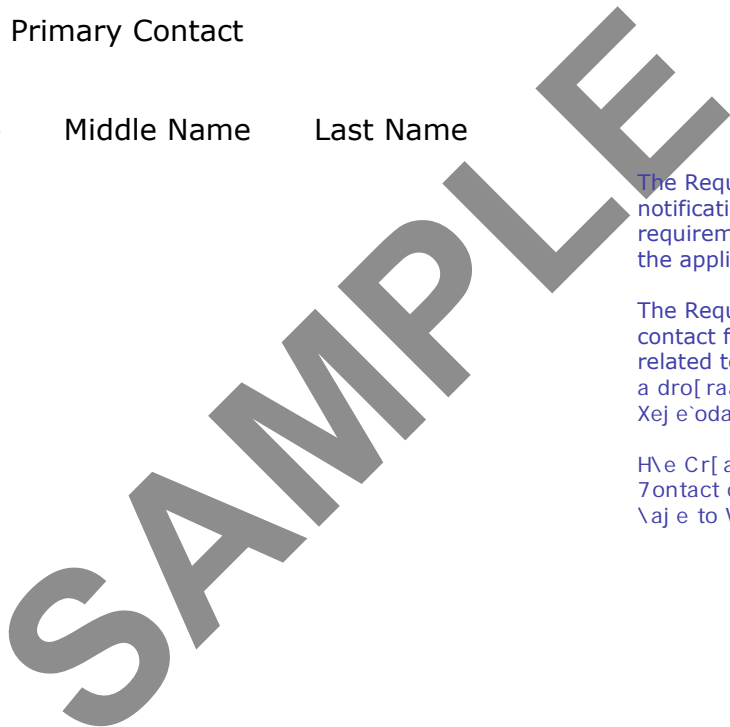
Format: 999-999-9999

Extension

**Mobile Phone**

Format: 999-999-9999

E-mail Address



The Request Contact will receive notifications for grant related requirements (such as reporting) if the application is granted.

The Request Contact is often the best contact for day-to-day communication related to the application (for instance a dro[raa coorXinator or Xirector of Xej e'oda entL"

H\ve Cr[ anination 7ontact anX Feei est 7ontact can Ve t\ve saa e Vi t Xo not \aj e to Ve.

**Additional Information**

**Board Listing**

Please upload a list of your board of directors

**Information related to this Grant Application/Request**

**Request Information**

**Project Title**

Please include a succinct title for your project.

## Total Project Cost

Format: 100,000.00

## Upload Revised Budget

## Organization's Annual Budget

Format: 100,000.00

## Most Recent Audited Financial Statement

**Please DO NOT upload your 990** - the organization's Audited Financial Statement is required.

If you are a small organization you may upload your most current balance sheet and income statement if audited financial statements are not available.

## Second Most Recent Audited Financial Statement

**Please DO NOT upload your 990** - the organization's Audited Financial Statement is required.

If you are a small organization you may upload your most current balance sheet and income statement if audited financial statements are not available.

## Request Amount

Format: 100,000.00

## Executive Summary [\(upload\)](#)

This document should not exceed 1 page - Please put the Executive Summary on your organization's letterhead and have it signed by the Executive Director and Chair of the Board.

## Project Description

A brief summary that describes what the organization will do, why they are addressing the issue and generally how they will address the issue.

## Project Description Attachment

Please upload the balance of your Project Description (if applicable)

## Project Start Date

## Project End Date

## Desired Outcomes

A brief summary that describes the goals (what an organization is trying to accomplish), target population (who will be directly affected) and objectives (specific, measurable, actionable, realistic and time-bound conditions that must be attained in order to accomplish the goals).

## Other Funding Sources for this Project [\(upload\)](#)

