

Grant Profile

Every grant opportunity is different. Each foundation has its own funding priorities, requirements and grant deadlines. Before you begin writing a grant proposal, take the time to re-search the foundation and the grant requirements to determine if it is a good fit for you—and indeed if you are even eligible.

You can find much of this information online by checking a foundation's website and by using a site like GuideStar.org to look at the foundation's tax forms. You can also use The Foundation Center, available free at LANO's New Orleans and Baton Rouge offices or on your personal computer for a fee. Many foundations accept phone calls and emails from grant applicants. In those cases, contact the foundation with any specific questions you have.

Name: _____ Date: _____ Organization: _____

Funder's Name: _____

Grant Name (if applicable): _____

Funding Priorities: _____

Structural Requirements & Restrictions (foundation requires that grantees have 501(c)(3) status, have been in operation for a certain number of years, etc.):

Geographic Limitations: _____

Size of Grants: _____

Similar Organizations/Programs Funded: _____

Application Deadline: _____

Date Grants Awarded: _____

Other Requirements for Grantees (foundation trustee will make a site visit, grantee must provide volunteer opportunities to foundation trustees, etc.):

Application Process: _____

Contact Info: _____

Things I can't do by myself (signature from board chair, testimonials from clients or constituents, organizational budget that has been audited by a CPA, etc.):

Questions I need to ask the funder before submitting the grant: _____

Other Notes: _____
