



A philanthropic youth organization managed by The Guilford Foundation.

GRANT APPLICATION COVERSHEET

for the Guilford Institute Fund of The Guilford Foundation

Return the coversheet with the completed grant application. Please note that our deadline is rolling, we accept applications all year long.

ORGANIZATION, DEPARTMENT OR GROUP NAME: _____

CONTACT NAME: _____

EMAIL: _____

PHONE: _____

What are the principal purposes and services of your organization/group?

Amount requested: \$ _____

Provide a brief summary of the grant request and anticipated impact on Guilford High School:

SIGNATURE: _____ **DATE:** _____



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GRANT APPLICATION FORM

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The Guilford Foundation (TGF) maintains a fund called the **Guilford Institute Fund**. The purpose of this permanent legacy fund is to provide support to Guilford High School (GHS) through the Board of Education. The fund has the following restrictions:

- Funds shall not be used to replace any tax dollars, nor deficit reduction; nor regular maintenance; nor anything that falls under the ongoing school board budget.
- The funds shall be used for special projects, including but not limited to innovations in teaching/learning; projects that fall outside regular school budgets' one-time capital investments (e.g., scoreboards, equipment, etc.).

Please submit your proposal to Liza Janssen Petra, Executive Director of The Guilford Foundation at lpetra@guilfordfoundation.org.

The GHS Principal will review all applications submitted to the TGF Youth Advisory Group (a student organization at GHS) to ensure alignment with school policies and priorities. YAG will provide final recommendations to the Foundation's Board of Directors for consideration. Successful grantees will be notified by The Guilford Foundation.

Please use the following guidelines for your application submission:

A. Proposal Narrative

1. General Information:

- a. Brief summary of your group's mission and goals
- b. Description of current programs, activities and accomplishments
- c. Description of the population that the organization benefits

2. Purpose of this Grant:

- a. Statement of the needs and issues that the grant seeks to address.
- b. Description of project goals and objectives
- c. List project activities and timetable

3. Project Evaluation & Publicity:

- a. Description of how you plan to evaluate the success of the project. Please list at least two measurable outcomes.
- b. Describe publicity for the project. How will you promote The Guilford Foundation's Youth Advisory Group?



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B. Budget & Financial Information

1. Budget for this grant request.

- a.** Provide an itemized list of expenses and document all other funding sources such as in-kind or other contributions.

C. Supporting Materials

- a.** List of membership
- b.** Letters of agreement (if this is a collaborative proposal)
- c.** Marketing materials / fliers