

ERGON FOUNDATION GRANT APPLICATION – GETTING STARTED

Before you start, please have the following required information and attachments ready prior to beginning the application:

- Organizational Legal Name and Tax ID/EIN (*or brief explanation if not required*)
- Total Annual Operating Budget (Current FY)
- Organizational Leadership – Number of Board Members, Fulltime & Parttime staff
- Contact Name, Address, City, State, Zip, Phone and Email
- Brief statement of the Organizational History, Mission, and Overall Vision (*no attachment*)
- GuideStar Nonprofit Profile (Y/N)
- Clean audit free from material concerns for most recent FY (Y/N) – *if not, brief explanation*
- Actions ensuring the Sustainability of the organization and/or programs (*no attachment*)
- Project / Program Title and Brief Summary of Request (*no attachment*)
- Total Cost of Project / Program
- Grant Amount Requested
- Amount of Grant to be used for General Operating Expenses
- Statement or Summary of the Purpose, Goal & Activities, Challenges (*file attachment*)

Other Info requested but not required.

- Mailing Address, City, State, Zip – if different from previous address
- Website
- Suggested Additional Attachments:
 - Copy of 501c(3) IRS Determination Letter
 - Most Recent Audited Financial Statement or alternative
 - Outcomes Summary (if previous grantee)
 - Any other information not already submitted that you feel the Foundation should consider in the analysis of your organization (as attachment)