

Grant Narrative

Please keep form to no more than four pages, using 11-point font. This narrative is a starting point for SPCCF in determining eligibility and competitiveness, so please do not try to include everything about the project—only the essentials. More information can be provided at a site visit if the project is competitive.

Your Organization's Name:

Tell us about your organization. *What are your mission and track record? Highlight two or three key facts and accomplishments that best define you.*

Is the project for which you are seeking a grant intended to benefit the general public or is it intended to reach a specific population group? *You may consider ethnicity, geography, income, education, age, gender, or any other defining characteristic.*

What need does your project address? *What critical community problem needs to be addressed or what organizational capacity are you hoping to build?*

What do you propose to do about it? *What is your plan for addressing this need? What is your goal? Please be specific.*

How will you do it? When and with whom? *What are the specific activities to be supported? How long will they take? If your project involves partnerships with other organizations, have the proposed partners agreed to participate?*

Who is responsible for your project? *Briefly describe your project leaders and the role that each will play in the project. How do these leaders reflect the population or community that you serve?*

How will you measure results? *What will success look like? How will you measure or document project success or impact? Please outline your evaluation plan.*

How much will the project cost? *Please note: Project revenues and expenses described here should correlate to project activities and match your attached project budget. Also, if SPCCF or other funders cannot provide all of the support requested, what is your plan?*

How will you sustain the proposed activities or build on what you achieved? *Please describe your plan for securing the financial, human and in-kind resources needed to sustain or build on project achievements.*

Conclusion *Why do you think this project fits the objectives of SPCCF's Grant Program? Why is it important to the community you serve?*