Point Richmond Gateway Foundation Grant Application Must Be Postmarked or Hand Delivered No Later Than Friday - October 3, 2014

Please provide all of the following information. This is not a fill-in-the-blank application. Please <u>list</u> every item and put "N/A" next to the item if it is not applicable. Grant Awards may range from \$200 to \$3000.

- 1) Title of your project:
- 2) Describe your project or request in 6 to 8 sentences. Include your plans, activities and an estimated timeline for completion:
- 3) Please summarize in 3 to 4 sentences, why it is an important activity, project or improvement for the Point Richmond Community:
- 4) As contact person, please provide your name, phone numbers, E-mail and mailing address:
- 5) List those who will be involved in carrying out the plans and activities of the project:
- 6) **Budget Information**. Please provide the information requested in the following budget categories: This budget should include all expenses you anticipate for the entire project, not just the funding you are requesting from the Point Richmond Gateway Foundation: (Please list all items and enter a zero or N/A for any categories which are not applicable.)

Consultants (specify) Travel (specify)
Supplies Equipment (specify)

Training (specify) Advertising

Printing & Copying Telephone, Fax, Postage or Delivery

Rent & Utilities (specify) Other (specify)

TOTAL EXPENSES:

- 7) Amount you are requesting from the Point Richmond Gateway Foundation:
- 8) Please list other funding resources you have or anticipate if additional funding for your project is needed:
- **9) Previous Grant Info -** If you have previously received a grant from us, please provide a short update on the status of that grant project:
- 10) Please date and sign the application:

Please complete the entire application. You are to <u>list</u> all 10 items. The entire submittal should not exceed 3 pages. No attachments are needed at this time.

Please mail or hand-deliver your application to:

Margaret Morkowski 515 Marine Street Point Richmond CA 94801

No Fax or E-mail applications will be accepted.

If you have any questions please call Margaret Morkowski at 234-4219.