



SAMPLE APPLICATION

The Foundation now only accepts applications submitted through our online portal. Paper applications will no longer be accepted. The following is a preview of the online application for informational purposes only.

Special Interest Grants

Project Name*

Program Area*

Choices

Developmental Disabilities
Family Abuse
Horticultural Education
Mental Health Research
Peninsula Arts & Humanities
Peninsula High Schools

Organization Description*

Briefly describe the history and activities of your organization.

Project Description*

Geographic Area Served*

Select the location that will benefit from your proposal. Please note the regional options for projects that will affect more than one city/county marked with an asterisk (*).

Choices

Chesapeake
Eastern Shore
South Hampton Roads*
Norfolk
Peninsula* (please note only special interest grants fund Peninsula activities)
Portsmouth
Suffolk
Virginia Beach
Western Tidewater*

Total Amount Requested*

Organizational Background

Mission*

State the organization's mission.

Demographics*

Describe the demographic served by your organization.

Number Served*

How many individuals does your organization typically serve annually?

Board of Directors*

Upload a current list of your Board of Directors and their corresponding affiliations.

Operating Budget*

Upload your organization's current operating budget, including revenues and expenses.

Financial Statements*

Upload your organization's most recent audited financial statements.

Project Description

Statement of Need*

Describe the need your proposal will serve.

Goals & Impact*

Describe the overall goals and objectives of your project. If appropriate, describe delivery method and staffing.

Timeline*

Provide a complete program implementation timeline/schedule.

Program Logic Model (For Seed/Program Funding Requests

ONLY) Please complete a Program Logic Model using the [form](#) provided and upload it to the online application. A sample model is also available at this link.

Project Budget*

Upload a detailed, itemized project budget that includes revenues and expenses.

Use of Funds*

Describe how the funds from the Foundation will be used and over what period of time.