

2023 COMMUNITY-LED PROGRAMS GRANT REQUEST FORM

Request overview

OVERVIEW	
What is the name of your proposal?	How much funding are you requesting? (up to \$5,000):
Please describe your proposal in 2-3 sentences:	
How did you find out about this opportunity? (Through a friend or colleague, on website, through email from Metro, other – please describe.)	
CONTACT INFORMATION	
<i>Please use this section for the group and main contact person for your activity.</i>	
Organization/group:	
Contact name:	
Contact email:	
Phone number:	
Mailing address:	
FISCAL INFORMATION	
<i>Please use this section to describe the organization that will be responsible for processing invoices.</i>	
Organizational status: _____	
Are you fiscally sponsored? _____	
If yes to the above, what is the name of your fiscal sponsor? _____	
Fiscal sponsor or applicant tax ID:	
Fiscal sponsor phone/email (if applicable):	
Mailing address:	

Program Questions

Please answer the following questions related to your activity.

- Describe what you would do with this community-led programs grant. How would this use of funds enhance your ability to connect Black, Indigenous, and/or People of Color (BIPOC) communities with nature?
- What are the demographics of the people who will be participating in and/or benefiting from your program? Please describe how your organization or group is led by and for BIPOC communities.
- How will your programming benefit BIPOC communities?
- What does connecting with or accessing nature mean to you and the people and communities you work with?

Budget

Please use the following sections to give an overview of your proposed budget.

Under each category, please list the item and an estimated cost.

(Example: Food for event - \$15/person for 100 people =\$1,500)

ITEM	REQUESTED FUNDS	DESCRIBE WHAT FUNDS WILL COVER
Staff and labor costs <i>(includes your organization's employee's hours spent on tasks related to the grant)</i>		
Examples: (Staff: % of executive director salary) (Staff: administrative support) (Staff: program manager)	\$ \$ \$	
Materials and services costs <i>(include costs such as printing, artist fees, stipends, transportation, insurance or food)</i>		
Examples: (Contractor: facilitator) (Supplies: food, gardening equipment, backpacking gear, computer hardware) (Services: IT services, multimedia support) (Transportation: ride share)	\$ \$ \$ \$	

Administration costs <i>(includes fiscal sponsor, administrative program management, accounting, etc.)</i>		
Examples: (Fiscal sponsor: fee) (Staff: bookkeeper)	\$ \$	
TOTAL		