

Date

Organization Name

Name and Title of Contact Person

Address

Phone

Email

Project Title :

Short Summary of the Project (600 Characters Maximum)

Project Target Group – Briefly describe who will benefit from this project. (600 Characters Maximum)

Expected Number of Individuals Impacted

Regions and Cities

PROJECT DETAILS:

Please answer the following questions, providing as many details as possible.

Organization Information and Capacity - Describe your organization(s), including the date it was established, and your relevant experience. List who will be involved in the project and note their qualifications. (2,000 Characters Maximum)

Statement of Need - Discuss the need or opportunity for your proposed project and how this need was identified. Explain why it is important for MAC, Inc. to invest in this work. Be as specific as possible. (2,500 Characters Maximum)

Project Description - Describe your project and how it will address the stated need. Be as detailed as possible. Please include your rationale for why your approach is realistic. (5,000 Characters Maximum)

Project Outcomes - Describe the specific outcomes that you expect as a result of this project. Discuss why you believe these outcomes are realistic and how they will be measured. (2,500 Characters Maximum)

Sustainability – If this work is on-going, how will you sustain it beyond this grant? If it is not, how does it advance organizational goals and/or produce a significant benefit? (2,500 Characters Maximum)

Project Timeline - Use the timeline below to list the primary steps you will take to carry out this project. Next, use the Activity Details box to describe the activity. Include who will be responsible for each of the activities listed and their relevant qualifications.

Activity	Month											
	1	2	3	4	5	6	7	8	9	10	11	12
1.												
2.												
3.												
4.												
5.												
6.												
7.												
8.												
9.												
10.												

List Activity Details Below

Budget - Please attach a budget detailing project expenses. A budget template is provided as an example below.



THE McLAIN
ASSOCIATION
FOR CHILDREN

2018 SMALL GRANTS APPLICATION

EXPENSES * LIST ALL FUNDS IN USD *			PROJECT TITLE:			
#1	Personnel	Description	Unit Type	Unit Cost	Number of Units	Total
1.1						
1.2						
1.3						
					#1 Total	
#2	Materials & Equipment	Description				
2.1						
2.2						
2.3						
					#2 Total	
#3	Material Preparation	Description				
3.1						
3.2						
3.3						
					#3 Total	
#4	Outside Contracted Services	Description				
4.1						
4.2						
4.3						
					#4 Total	
#5	Other	Description				
5.1						
5.2						
5.3						
					#5 Total	
					Total Project Cost	