



## Green Community Fund Grant Application Questions

Applying for a Green Community Fund grant is easy with our online application system. Applications include the following questions:

### Project Information

- **Project Name**  
*Please begin the project name with "to support" or "for..." (e.g. "to support Green community outreach" or "for general operating support"). Also, please do not include your organization name in the project name and only capitalize proper nouns.*  
*Character limit: 125*
- **Project Description**  
*Describe your program/project in one paragraph without using double spaces or bullet points. This area may be seen by other potential funders, so please include the most important aspects of your request.*  
*Character limit: 500*
- **Amount Requested**  
*Character limit: 20*

### Organization Information

- **Organization's mission**  
*Character limit: 500*
- **Organization's budgeted expenses for the project year**  
*Please attach a one-page operating budget from which this project will be applied.*
- **Organization's major funding sources**  
*For this section, please include your main categories of funding by percentage.*  
*Example: Foundations – 25%; Government – 25%; Earned Income – 25%; Endowment – 15%; Individual Contributions/Fundraisers – 10%*  
*Percentages should equal 100%.*  
*Character Limit: 250*

### Proposal Summary

- **Total budget for project**
- **Program/project budget**  
*Please include all revenue sources and expense line items and differentiate between cash and in-kind support. (If this is a request for operating support, please attach the prior year organizational budget instead of a program/project budget.)*



- Total number of people to be served under this program/project  
*Please include unduplicated numbers, if possible.*
- Anticipated program/project start date  
*Grant distributions are generally made 6-8 weeks after the proposal due date.*
- Anticipated program/project end date  
*Funds must be expended within two years of grant award.*
- Brief demographic description of population served by this program/project  
*Examples: older adults in Green, elementary school students in a specific neighborhood, etc.  
Character limit: 100*
- Describe how your organization will partner with other agencies and/or community collaborations  
*This question is designed to give committee members an understanding of how your organization/project fits into the bigger picture of programs and services in our area.  
Character limit: 800*

### **Goals, Outcomes and Evaluation**

- Brief description of goals and objectives for program/project  
*These should be specific, measurable, attainable, relevant and time-based activities.  
What exactly do you plan to do with this funding?  
Character Limit: 800*
- Specific, anticipated outcomes of program/project  
*What CHANGES do you expect will happen as a result of conducting the above activities? It is preferable to focus on the changes in your demographic, but an organizational outcome is OK too. If a grant is received, you will be required to report your progress toward these outcomes.  
Character Limit: 800*

### **Funding Plans**

- List of other funders to whom this proposal has been and will be submitted  
*For each funder, please specify status of request, amount and date received.  
Character Limit: 800*
- If this will be an ongoing program/project, describe plans for continued funding  
*Do you plan to come back to Green Community Fund next year for the same amount?  
If not, how will you support the project?  
Character Limit: 500*



## Required Attachments

- List of key staff and board members  
*Please attach a list of key staff, board members with affiliations, and officers summarized on one page.*  
*File Size Limit: 2 MB*

Note: We make an effort to limit the amount of material our committee members have to review. If you have additional material you would like to submit, please send it to a community investment staff member for review. Thank you for your understanding.

## Questions?

This is not an application. If you wish to apply, or for more information, contact John Garofalo, vice president of community investment, at 330-436-5624 or [jgarofalo@akroncf.org](mailto:jgarofalo@akroncf.org).