**The John Mondati Foundation Grant Application Form**

Based on the MN Common Grant Form of 2023

**SECTION I. Standard Profile Questions**

Please complete the following information.

|  |  |
| --- | --- |
| Full legal organization name: |  |
| Address, city, state, and Zip Code: |  |
| Website: |  |
| President/Exec. Dir. (Pronouns): |  |
| Contact person (if different) (Pronouns): Title: Phone #: Email: |  |
| Year established: |  |
| Fiscal year end date: (month and date) |  |
| EIN #: |  |
| Yes or no: Is your organization a 501(c)(3) | **If *no*, STOP. Your organization does not qualify for grant application to the John Mondati Foundation.** |
| If you are using a fiscal sponsor, provide their name, address, EIN, and contact information: |  |

**Data About the Grant Request**

|  |  |
| --- | --- |
| Request to: |  |
| Date of application: |  |
| Type of support that is being requested: (general operating, capital, project/program, other (describe)): |  |
| Dollar amount requested: |  |
| Length of request (1-year, multi-year, etc.): |  |
| Specific (INDIVIDUALIZED) questions for funder (grant opportunity name, category, region, etc.) |  |

**SECTION II. Common Narrative Questions**

**Q1. Request Summary** (Please write a concise response. Most people write about 2 – 3 sentences. The maximum response is 400 characters.)

**Q2. About Your Organization** (Please share the most important information about your organization. Most people write about 3 – 5 paragraphs or about 2,000 characters. The maximum response is 3,000 characters or about one page.)

*Note to applicant: Please share information about your organization. Relevant information could include some of the following:*

* Your organization’s mission statement
* A brief organizational history
* Current programs and recent accomplishments or achievements
* Recent major changes to financial and/or organizational circumstances
* Current goals including any goals around Diversity, Equity, and Inclusion (DEI)

**Q3. About Your Community** (Please share the most important information about your community. Most people write about 3 – 5 paragraphs or about 2,000 characters. The maximum response is 3,000 characters or about one page.)

*Note to applicant: Please share information about the community where, or with whom, you do your work. Relevant information could include some of the following:*

* *The community opportunity, challenge, issue or need that your organization works to address*
* *Information about the people you serve such as socioeconomic status, race, ethnicity, gender, sexual orientation, age, physical ability, and language*
* *Details about how you work with other organizations, coalitions, or networks*
* *Details about how you listen to/involve constituents, community members, and/or volunteers*

**Q4. About Your Impact** (Please share the most important information about your impact. Most people write about 3 – 5 paragraphs or about 2,000 characters. The maximum response is 3,000 characters or about one page.)

*Note to applicant: Briefly, please explain what success looks like overall and for any goals stated, above. How do you track impact and how do you know you’re moving toward it?*

**Q5. About Your Program/Project** (Please share the most important information about your program/project. Most people write about 3 – 5 paragraphs or about 2,000 characters. The maximum response is 3,000 characters or about one page.)

(Please skip this section if you are applying for general operating support.)

*Note to applicant: Please explain the program/project. It is not necessary to restate information answered above. Relevant information could include some of the following:*

* What you plan to do (activities) and the timeframe
* Why you plan to do it (opportunity, challenge, issue or need)
* Who will be impacted (target population, including age, gender, ethnicity, other relevant characteristics)

**SECTION III: Data About Demographics**

*The John Mondati Foundation does not request or capture demographic data about any organization’s leadership, board members, or staff.*

**SECTION IV. Attachments**

* **Board list with affiliations**
* **Organizational fiscal year operating budget** (income and expenses) for the current year (any format will be accepted); budget should document how many FTE, if any, are included in any salary/benefits expenses.
* **Audit or financial review from most recently completed year** showing actual income and expenses. This information should include a balance sheet, a statement of activities (or statement of income and expenses) and functional expenses. Also attach the most recent Form 990 tax return if it is not publicly available at the time of request.
* **Project budget** (income and expenses), if seeking a project grant, including projected source(s) of income for the grant period.
* **Sponsor attachments**: If you are using a fiscal sponsor, also attach the sponsor’s budget and audit.