



## Twentynine Palms OSC 2019 Community Enrichment Grants Application Guidance

### ORGANIZATION INFORMATION

#### Organization Type

Select the organization type that most closely fits your organization. This information is for reference and will not be used in the evaluation of your application.

#### Number of Staff/Number of Participants

Please provide a close estimate of the staff and participants involved with your organization. You may also include volunteers in the count of staff.

#### Percentage of Military Participants

Identify the percentage of your participants who are active duty military, military families, or veterans. You should also include a brief (~1 sentence) description of how you calculated the percentage. For example, if you have regular members, you could select the percentage of your members who are associated with the military. You could also base the calculation on the military population associated with the community you serve.

### GRANT REQUEST SUMMARY

#### Amount Requested

Document the total grant funds requested - this amount should match the total request included in the Financial Table.

#### Request Summary

Include a brief (2-3 sentences) description of what you plan to do with the funds and how the grant funds will impact your organization. Please be as specific as possible. For example, instead of “we will purchase supplies,” outline the type of supplies and how your organization will use the supplies.

### PROJECT PURPOSE

#### 1. How will this grant help address a challenge/problem faced by your organization?

Outline the challenges (e.g., financial, outreach) your organization faces and provide why you need this grant to overcome the challenge you face.

#### 2. Which members of our community will the grant-funded activity/program serve?

Share the primary audience for the project. Your answer does not have to list every potential beneficiary – we just hope to understand which groups will benefit most from your project.

#### 3. If the military community is not the primary audience for this project, please explain how it is relevant to military members and/or their families.

Understanding that there are many important organizations in our community who do not focus their support solely on military families, please share information about how the military community could



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access or benefit from your project. Note: you do not need to provide a response to this question if your answer to question 2 noted that the military community is the primary beneficiary.

### **IMPACT**

**List five (5) ways your organization impacts the local military community.**

Share five distinct examples of how your organization supports military members, veterans, and/or their families. These examples could be based on your organization's ongoing activities or be specific to the grant project.

### **FINANCIALS**

**Provide an itemized list of the items/activities that the grant will fund.**

Include a detailed list of the items you plan to purchase with potential grant funds - please be as specific as possible. The table will calculate the total (by line item and for the entire request) once you enter the price per item and number of items. Note: If you receive a grant in 2019 and choose to apply again in 2020, this information will be used in determining if your organization used the awarded funds in keeping with the purpose indicated in your grant.

**List Other Sources of Funding That Are Available to Your Organization.**

Include any other primary sources of funding (e.g., other grants, donations, participant fundraising) for your organization.

**For Previous OSC Grant Recipients ONLY: Document how your organization used the previous grant funds.**

Add itemized listing of the purchases made in support of last year's OSC grant. When possible, please attach receipts with your application. Note: We will compare these purchases to the 2018 application. If your purchases do not support that purpose, please provide explanations as necessary.