

**COLLINS C. DIBOLL PRIVATE FOUNDATION
GRANT APPLICATION**

GENERAL INFORMATION

Project title: _____

Organization: _____

Contact person: _____ Title: _____

Address: _____

Phone: _____ Fax: _____

E-mail: _____ Web site: _____

REQUEST INFORMATION

Application Date: _____ Amount requested: \$ _____

Type of Support:

Project General Operating Capacity Building Emergency Other: _____

What geographic area will be served? _____

Approx. number of people served? _____ Time period covered by grant? _____

Approximate % of grant funds used to pay administrative expenses? _____

ORGANIZATIONAL INFORMATION

What is the organization's EIN? _____

When was the organization founded? _____

paid staff - full time _____ part time _____ # board members: _____ # volunteers _____

FINANCIAL INFORMATION

Total expenses budgeted for the project: \$ _____

Amount raised for the project so far: \$ _____

Total income of organization (most recent fiscal year): \$ _____

Total expenses of organization (most recent fiscal year): \$ _____

PLEASE ATTACH:

- A proposal, in 6 or fewer pages , that includes the following:
 - Your mission and an overview of the organization’s programs
 - A description of the project you are seeking funding for, including:
 - Overview,
 - How this project fits your mission and the Foundation’s mission,
 - Grant goals (short-, intermediate-, and long-term),
 - Implementation plan to achieve the goals,
 - Expected impact on the community (what will change as a result of the project?), and
 - How you will document and measure (evaluate) whatever change occurs.
 - Community partners working on the same issues and how you are coordinating with them.
 - The plan for securing future funding beyond the grant period.
- List of principal staff that will be working on the program/project and their qualifications;
- List of other funding sources for this project, showing anticipated amounts funded.
- Financial statements, to include:
 - Your organization’s current operating budget,
 - The project’s budget,
 - Most recent income and expense sheet,
 - Most recent balance sheet, and
 - Most recent Form 990.
- List of Board members and their professional/business affiliations
- Detail compensation paid to Board members by the organization in the past three years
- Provide the percentage of Board members who made contributions of cash and publicly traded securities
- Provide both mean and median of contributions made by Board members in the past three years
- A copy of the IRS letter determining 501(c)(3) nonprofit status (*only required if this is your first application to the Foundation*); and
- An affirmative statement that the organization’s exempt status has not been revoked.

Applications are accepted throughout the year and are considered quarterly. You will be notified in writing of the Trustees’ decision.

CONTACT INFORMATION

Please send letters of inquiry/applications to: Christopher Hubbell, Administrator, Collins C. Diboll Private Foundation, 201 St. Charles Ave, Floor 51, New Orleans, LA 70170.

Applications can also be sent via e-mail to CHubbell@Joneswalker.com