



## **GRANT REQUEST**

*Please submit to:*

The New York Bar Foundation  
One Elk Street, Albany, NY 12207  
518-487-5651  
e-mail: [foundation@tnybf.org](mailto:foundation@tnybf.org)

Thank you for your interest in The New York Bar Foundation's grantmaking program. The Board of Directors considers applications once per year. Proposals must be submitted by **September 15** for review in late January.

(Click on "File" and "Save As" to save this application to your computer to access the form again.)

NAME OF ORGANIZATION SEEKING FUNDING:

PROJECT NAME:

CONTACT PERSON AND TITLE:

EXECUTIVE DIRECTOR:

ADDRESS:

PHONE:

FAX:

E-MAIL:

WEB  
ADDRESS:

EMPLOYER IDENTIFICATION NUMBER:

**GRANT CATEGORIES:** The New York Bar Foundation provides grant assistance in the four areas listed below. Please check which category(ies) match the objectives of the proposed project.

**Categories:**

Hold ctrl key to  
select more than  
one category.

**PROJECT DESCRIPTION:**

Goals of project:

Need for project:

Plans for implementation (how will you achieve your goals):

Measurable outcomes (include number of people to be served):

Collaboration *(If the project is being conducted in cooperation with other entities, please identify these organizations and their roles.):*

Geographic scope of the project:

Anticipated time for project completion *(If part of an ongoing program, please indicate the time of completion of the aspect for which the funding is requested):*

*If project previously existed, please include a copy of your grantee report. If you have not included a grantee report, please include information about achievements towards your goals and outcomes.*

Evaluation – Please explain how you will measure the success of your program.

**FUNDING:**

- Amount of grant requested: \$
- Total funding necessary to complete the project: \$

*Please answer the following if additional funding is needed:*

1. To date, how much funding for the project has been
  - Allocated from organization funds
  - Received from outside sources
  - Pledged
  
2. If the additional funding required has not been allocated or committed, what steps are being taken to obtain this amount?

3. If the project has been in operation, please provide sources of funding for the past 2 years.

4. If the project will continue beyond this year, please describe funding plans and sources to sustain its operation.

5. Planned use of the funding requested – proposed budget for the grant amount requested, including items to be funded with amounts for each item:

6a. If the Bar Foundation has funded *this* project in the past, please indicate the date(s) and the amount(s) of the grant.

6b. If the Bar Foundation has funded a *different* project in this organization in the past, please indicate the projects(s), date(s) and the amount(s) of the grant. How does this project differ from prior projects?

**ABOUT YOUR ORGANIZATION:**

Is your organization an IRC 501(c)(3) not-for-profit?

If not, please explain:

For organization, please note number of:

Full-time employees	Part-time employees	Volunteers
---------------------	---------------------	------------

Planned staffing, volunteers for the project:

Full-time employees	Part-time employees	Volunteers
---------------------	---------------------	------------

What percentages of operating revenue are derived from:

Government funding	%	Grants	%
Fundraising (events, gifts, bequests)	%	Investment income	%
Other (please explain):			

Please attach the following (DO NOT BIND OR STAPLE):

- ✓ The organization's most recent financial report, including statement of activities and financial position (audited or unaudited). If unaudited, also please provide the most recently audited financial report.
- ✓ Copy of the IRS determination letter on your organization's tax status.
- ✓ Information about the organization's mission, history, other types of projects, and major achievements in the past two years (or your annual report).
- ✓ List of officers and board members. Please note board members, if any, who are related to your organization's employees. Also note if members of The New York Bar Foundation Board of Directors, past or present, are related to or affiliated with members of your board or employees or have affiliations with your organization.

*(Please feel free to supplement this information)*

**Click [here](#) for additional information about our grant making program.**