

2023 Mini Grant Application

Richard S. Shineman Foundation

This mini-grant application is to be used for grant requests of \$5,000 or less that meet the following criteria:

- Must be a nonprofit organization
- Programs must serve individuals in Oswego County
- All grant funds will be used for direct program expense
- One Mini-Grant per 12-month period
- Programs must not have been completed or started prior to the submission of the application
- 2023 application deadlines: 3/17/23, 6/5/23, 10/13/23

Organization and Project Contacts

Contact Person & Title*

Character Limit: 100

Email Address*

Character Limit: 30

Grant Signatory*

Please enter the name and title of the person who has the authority to submit the application and is responsible for signing the grant agreement.

Character Limit: 250

Make Check Payable to:*

Character Limit: 100

Mailing Address for Payment:*

Please enter the name and address of who will receive the grant award payment.

Character Limit: 250

Organization Details

What is your organization's mission and history?*

Please provide a brief description of your organization's mission, history, services provided, etc.

Character Limit: 1500

Project Details

Project Title*

Name of Project.

Character Limit: 75

Project Description*

1. Please provide a clear and concise summary of the project or proposed work, including number of people to be directly served and desired results.
2. Please provide a detailed description of the project budget, including other sources of funding (such as in-kind and/or donations) for the project.

Character Limit: 10000

Grant Amount Requested*

Character Limit: 20

Total Project Budget*

Character Limit: 20

Project Start Date*

Character Limit: 10

Project End Date*

Character Limit: 10

Focus Area*

Please select the category that best describes where your proposal will focus and have impact.

Choices

Arts & Culture

Civic Benefit

Economic Revitalization

Education

Environment

Health & Human Services

Historic Preservation

Religious or Theological Cause

Other

Required Documents

Project Budget*

Submit the itemized expenses and income for your budget as clearly as you can. Please clearly show which of the expenses in the budget would be paid for by the Foundation.

1. **Click Here** to download the Project Budget Template
2. Save a copy of the template to your computer.
3. **Please do not change formulas embedded in the template.**
4. Upload the completed template below.

File Size Limit: 3 MB

Organization Budget*

Provide the current year's organizational budget vs. actual financial information.

File Size Limit: 2 MB

IRS Form 990/Audited Financial Statement*

Please attach a copy of the first page of the organization's most recent filed IRS 990 Form and/or most recent audited financial statements.

File Size Limit: 3 MB

501(c)(3) Determination Letter*

Attach a copy of the organization's IRS 501(c)(3) tax-exempt determination letter.

File Size Limit: 2 MB

Board of Directors*

Provide a list of board of directors (names and affiliations).

File Size Limit: 2 MB

Additional Information

Pictures

If you have pictures you would like to share, please upload them here. (Please submit photos in one of the following formats: JPG, BMP, GIF, PNG, TIF or PDF)

File Size Limit: 3 MB

Pictures

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Letters of Support

File Size Limit: 2 MB