

# 2024 Mini Grant Application

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## *Richard S. Shineman Foundation*

This mini-grant application is to be used for grant requests between \$2,500-\$7,500 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
- **2024 application deadlines:** April 12, July 3, October 4

### **IMPORTANT:**

Please add "administrator@grantinterface.com" to your Contacts in your email program.

This will ensure that future grant updates from the Richard S. Shineman Foundation are delivered successfully and do not end up in your spam folder.

## *Contact Information*

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### **Contact Person & Title\***

*Character Limit: 100*

### **Email Address\***

*Character Limit: 30*

## *Project Details*

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### **Project Title\***

Name of Project.

*Character Limit: 75*

### **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

## Project Summary\*

- **Project Objectives**

Clearly outline the specific objectives of your project. What positive outcomes do you aim to achieve?

- **Community Need**

Describe the specific community need or challenge that your project addresses. Provide data or examples supporting the significance of the issue.

- **Activities**

Detail the key activities or interventions your project will undertake to address the identified need. Include a timeline or schedule.

- **Budget Narrative**

Provide a high-level budget summary outlining major expense categories (supplies, equipment, travel, fundraising, marketing, etc.)

*Character Limit: 5000*

## Organization's Capacity\*

Briefly highlight your organization's capacity to implement the proposed project successfully. Mention relevant experience, expertise, or partnerships.

*Character Limit: 250*

## Grant Amount Requested\*

*Character Limit: 20*

## Total Project Budget\*

*Character Limit: 20*

## Project Start Date\*

*Character Limit: 10*

## Project End Date\*

*Character Limit: 10*

## *Required Documents*

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### **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. Upload the completed template below.

*File Size Limit: 3 MB*

### **501(c)(3) Determination\***

Please provide your EIN.

*Character Limit: 25*

## *Additional Information*

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### **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*

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### **Letters of Support**

*File Size Limit: 2 MB*