



## Grant Request Form

Name of Project:

Contact Name:

Address:

Phone:

City:

State:

Zip Code:

This project is being submitted to:      City Council      School Board  
for further consideration. It is understood that upon approval by the  
aforementioned entity this Grant Request Form will, in turn be submitted to the  
Seward Foundation, Inc for final determination. **Please note, this grant  
application will not be considered for funding until approval is given by the  
City Council or the School Board for submittal to the Foundation.**

**Description of the Project:** Please provide a brief description of the project under consideration and  
the proposed use of Seward Foundation, Inc. grant monies.

**Additional Information:** Please provide additional information regarding the project including the  
need that the project fulfills within the community and the target market for the project. How will this  
project be promoted to the community at large?

**Financial Information:** Please provide financial information for the proposed project detailing out the overall estimated cost of the project and the sources and uses of funds including this Grant Request Form. Note: The Seward Foundation, Inc. prefers and encourages investment and support from other outside entities to assist in funding projects.

**TOTAL PROJECT COST:**

<b>SOURCES OF FUNDS</b>	<b>USE OF FUNDS</b>

**Operating Budget:** Please attach and provide an on-going budget for this program/project.

Who will continue to fund and maintain this program/project on an on-going basis?

How did you arrive at the budget figures?

Will this grant be sufficient to start/continue this program/project?

Are you submitting this request elsewhere for funding considerations? If so, to whom and for how much?

Has this request been made elsewhere and turned down? If so, why?

After grant monies from the Seward Foundation, Inc. have been expended what plans are being made to ensure the ongoing operation of the project/program?

#### Other Information:

Is this project application related to a new or on-going program?

Who was involved in the development and planning of this program/project?

Will this program/project be evaluated regularly and if so, by whom?

Is this program/project ready to begin immediately? If not, what is the target date for completion and/or readiness?