

Organization Federal Tax ID or EIN #

Is your organization located within 60 miles of Kansas City, Missouri?  
 Is your organization a tax exempt, public charity under the federal tax code?

### **TYPE OF FUNDING REQUESTED**

- Small arts & culture organization for general operating support.
- Small arts & culture organization for program support.
- Non-arts organization (regardless of budget size or mission) for a community-based, arts program.

Give the start and end dates for the year funds are requested.

### **ORGANIZATION INFORMATION**

Name, Address, City, State, Zip

Phone, Fax, Website, General e-mail for organization

Fiscal Sponsor: *(If organization is not a public charity but will work with a fiscal sponsor to receive grant funds.)*

Please check if there have been any changes to your organization's name, address, phone, fax, web address or fiscal sponsor has changed in the past three (3) years.

- State the organization's mission.
- Briefly describe the organization and its background. Indicate whether it has any standing programs and if the organization has paid staff, or operates using consultants or volunteers.
- Describe the demographics (race/ethnicity, income level, geographic location) of the people served. Estimate how many people are served.
- Name the CEO or Executive Director and include name, title, e-mail and phone number.
- Name the contact for this application if other than CEO or Executive Director and include name, title, e-mail and phone number.
- List all Board members by name and include area of expertise, gender, and ethnicity or race.
- Please check if there have been any changes to the contact information since the organization last applied.

### **REQUEST INFORMATION**

Amount (up to \$10,000) requested from the Foundation: \$

Describe the potential impact of a grant from the Francis Family Foundation on the organization (or program) and people served. How will your plans change if you do not receive the amount requested?

### **PROGRAM INFORMATION**

*Answer the questions below if you are requesting program support.*

*If you are an arts & culture organization AND requesting general operating support skip to "Budget Information."*

Program title:

Annual program budget: \$

- Summarize program in one sentence:
- Describe the services the program will provide:
- Estimate the number of people served by the program and explain how you arrived at that estimate. List number planned this year and actual from last year.

- Describe the demographics (race/ethnicity, income level, geographic location) of the people served, if they are different than described above.

### **BUDGET INFORMATION**

- Do you have other foundation or government grants? If yes, please list the source and the amount for the top five, and if the funding is for the current year, or the previous year.
- Explain any variances in budget to actual for last fiscal year, especially if year ended in a deficit:

### **OTHER INFORMATION**

- Describe the artistic quality of the organization or program(s).
- If there is any other information that would help us in evaluating your proposal, please let us know here. For example, if you are planning any major changes to arts and culture programming during the budget period.

### **ATTACH**

- organization's current year budget (required)
- last year's 'budget to actual' for the organization (required)
- program budget (if you have one and would like to provide it)