

**THE GEORGE E. CURTIS CHARITABLE TRUST  
APPLICATION FOR GRANT  
2023-2024  
COVER SHEET**

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**NAME OF CHARITY/ORGANIZATION:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**COUNTY:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**NAME OF PROPOSED PROGRAM:** \_\_\_\_\_

**AMOUNT REQUESTED:** \_\_\_\_\_

**CONTACT PERSON:**

(Name) \_\_\_\_\_

(Title) \_\_\_\_\_

(Telephone No.) \_\_\_\_\_ Fax No. \_\_\_\_\_

(E-mail Address) \_\_\_\_\_

**IF GRANT IS AWARDED, FUNDS SHOULD BE SENT TO:**

(Name) \_\_\_\_\_

(Title) \_\_\_\_\_

(Address) \_\_\_\_\_

**PLEASE SUBMIT:**

1. Completed Application Cover Sheet;
2. 2 copies of Grant Proposal Summary Sheet (not to exceed one (1) page);
3. 2 copies of Grant Proposal (not to exceed eight (8) pages);
4. 2 copies of Budget Form;
5. 2 copies of Appended Information (not to exceed five (5) pages; and
6. Most Recent Annual Report (if available).

**ONE PAGE GRANT PROPOSAL SUMMARY SHEET**

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The one page summary sheet should follow this outline and include the specific information requested below.

**NAME OF CHARITY/ORGANIZATION**

1. **GRANT REQUEST INFORMATION:** The amount of the request; previous grants received from The George E. Curtis Charitable Trust including amount, year and usage.
2. **GRANT USAGE:** How the funds will be used, number of persons to be benefited, goal for the use of funds.
3. **TARGET POPULATION:** Characteristics; eligibility guidelines.
4. **PAST PROGRAM PERFORMANCE:** Describe measurable program accomplishments (number of persons served, etc.) if the proposed program is a continuation or expansion of an existing program. Previous grant recipients should indicate how actual performance compared with objectives stated in prior year's grant proposal.