

The Rees-Jones Foundation Online Application Form Questions

ORGANIZATION INFORMATION

- Organization Name
- Legal Name
Please list the name of your organization as it appear on your IRS Determination Letter.
- Address
- Phone
- Fax
- E-mail Address
General information e-mail address, NOT the primary contact's e-mail address.
- Website Address
- Organization Type
Select from a drop-down box.
- Annual Budget
- Last Month of Your Fiscal Year
- Organization Mission Statement

Primary Organization Contact Information

Please fill out the following fields as they pertain to Executive Director/CEO/President of your organization.

- Prefix
- First Name
- Last Name
- Title
- E-mail
- Office Phone

Proposal Contact Information

*Please fill out the following fields as they pertain to the contact person for this proposal.
If this contact is the same as the Primary Organization Contact, leave these fields blank.*

- Prefix
- First Name
- Last Name
- Title
- E-mail
- Office Phone

Organization Background

- Background
Brief history of the organization and description of existing services that includes the following: mission statement, current programs and accomplishments.
- Additional Background Information
Please provide supplemental information that will give a more complete picture of your organization than provided in your letter of inquiry.

Include number of people served per year, demographics of served population, and current number of staff and volunteers, etc.

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PROPOSAL INFORMATION

- **Project Title**
A one sentence description of your project.
- **Requested Amount**
- **Project or Operations Description**
Please provide a brief description (500 words) of your project.
- **Geographical Area Served**
From the drop down below, please select the geographic area where the funds would be spent.
- **Type of Support**
From the drop down below, please select the support type option that best matches the use for which the funding is requested.
- **Project Budget**
Total cost of the project

Description and Goals of the Project

This section will address the description and goals of the proposed project or program.

- Please explain the unmet need your project or program addresses. Include information about the targeted population and the projected benefit to that population.
- Please provide specific components and logistics of the project or program. Include the date by which funding is needed.
- State goals that are measurable and time-specific, and a description of how progress will be measured.
- Please provide research, with appropriate citations, pertaining to the project or program (if applicable).
- What other entities support your organization as a whole? List sources of support from other entities for this specific project or program.
- Please explain your plans to support the project or program after the grant period.

ATTACHMENTS

Attachments

A drop down menu will allow you to browse your files and select these documents as attachments that will be electronically sent with your application.

- Last Certified Audit (required)
- IRS Determination Letter (required)
- List of Organization's Board Members (required)
- Photographs (required)
- Annual Operating Budget (required)
- Project Budget (required)
- List of Staff (required)
- Strategic Plan (optional)
- Additional Information (optional)