

Cincy – Cinco *Latino* Festival

Grant Request

Non- Profit Contact Information

Tax ID#:

Organization Name:

Address:

Primary Contact:

Prefix:

Name:

Office Phone:

E-mail:

PROGRAM SPECIFICS

1. **Organization Background and Mission Statement**
2. **Program Title**
3. **Grant Request Amount (up to a maximum of \$5,000)**
(Please show a budget on how the funds will be allocated, ideally grant doesn't pay for salary support)
4. **Population Served by race/ethnicity**
(Please show breakdown with number of Population Served)
5. **Program General Description:**
 - a. **Program overall summary;** (maximum 3 paragraphs)
 - b. **Key strategies, goals and objectives;** (maximum 2 pages)
 - c. **Estimated or actual amounts of funds for total program/project** (one page summary)
 - d. **Statement of anticipated impact on issue;** (maximum one page)
 - e. **Program time frame;**
 - f. **Evaluation: top four indicators you will measure.** (specific metrics)
6. **List other organizations involved with the program and their roles.**
7. **Provide information how your organization will acknowledge Cincy–Cinco's support/partnership for this program should you be awarded a grant.**
8. **Complete the Board of Directors section. Only include name of director and the company each director represents.** Examples: names of flyers, listed in media releases (TV, Radio, Newspaper). Acknowledgement read FUNDED IN PART BY CINCY-CINCO.

Cincy – Cinco Grant Request Required Forms

Required Forms:

1. IRS letter of determination of 501(c) (3) status or tax exempt status under IRS sections 115 & 170 (applicant agency only).
2. Copy of applicant organization's current operating budget. (one page summary)
3. Most recent annual report from organization and/or department.
4. Applicants must complete the attached application.
5. Deadline is May 31, 2006.
6. Notifications and funds will be sent out the month of July 2006.
7. A midyear report is due December 31, 2006 and a final report is due June 30, 2007. All funds must be used within the year. The outline for the report will be included in the acceptance letter.

Please submit all grant request (information & forms to) via mail or Fax to:

Hispanics Avanzando Hispanics

625 Eden Park Dr. Suite 875

Cincinnati, OH 45202

FAX # (513) 768 – 6519