

Codey Fund for Mental Health Grant Application

Date of application: _____

Name of organization to which grant would be paid. Please list exact legal name:

Purpose of grant (one sentence): _____

Address of organization: _____

Telephone number: _____ Fax: _____ E-mail: _____

Executive director: _____

Contact person and title (if not executive director): _____

Is your organization an IRS 501(c)(3) not-for-profit? (yes or no): _____

If no, please explain: _____

Grant request: \$ _____

Check one (based on the organization's priorities and the funder's guidelines):

General support _____

Project support _____

Total organizational budget (for current year): \$ _____

Dates covered by this budget (mo/day/year): _____

Total project budget (if requesting project support): \$_____

Dates covered by project budget (mo/day/year): _____

Project name (if applicable): _____

Background

Describe the work of your agency, addressing each of the following:

- A brief description of its history and mission.
- The need or problem that your organization works to address, and the population that your agency serves.

Funding Request

Please describe the program for which you seek funding.

- If applying for general operating support, briefly describe how this grant would be used.
- If your request is for a specific project, please explain the project including:
 - A statement of its primary purpose and the need or problem that you are see
 - The population that you plan to serve and how this population will benefit from the project.
 - Anticipated length of the project.
 - How the project contributes to your organization's overall mission.
- Evaluation- Please explain how you will measure the effectiveness of your activities.

Financial Information

Please provide the dates that each document covers.

- Your most recent financial statement, audited if available. The statement should reflect actual expenditures and funds received during your most recent fiscal year.
- Aligned side by side on the same page, your operating expense budgets for the current and most recent fiscal year.
- A list of your Board of Directors
- A copy of your most recent IRS letter indicating your agency's tax exempt status