



RTWCF Humanitarian Grant Application

1. Applicant Information

- a. Date of Application
- b. Organization Name: Address, Phone Number, Website Address
- c. Legal status of your organization: Public School OR 501(c)(3) OR Other
- d. Purpose of Grant
- e. Grant amount requested
- f. The time period the grant covers
- g. Contact Name, Address, Email, Phone Number

2. **Proposal Summary:** (One paragraph maximum) Provide a summary of the proposed project. Briefly describe why your organization is requesting this grant, what results you hope to achieve, how you will spend the funds and how the project contributes to your overall mission.

3. **Narrative:** (Preferred length not to exceed three pages) Please include the following information:

- a. Background—Describe the work of your institution / agency, addressing each of the following:
 - i. A brief description of the purpose and history of the organization
 - ii. The organization's mission and goals
- b. Funding Request—Please explain the specific project to be funded including:
 - i. A project description, including goals, objectives, timeline for implementation, specific activities to be funded and outcomes expected.
 - ii. The population/patient (disease, prevalence, geography) that you plan to serve and how they will benefit from the project.
 - iii. Approaches and methods and the activities planned for this grant.
 - iv. Impact of grant on population / patient outcomes
 - v. Impact of grant on the organization
 - vi. The names, titles, qualifications and experience of key personnel.
 - vii. Any plans for sustaining the project and for long-term sources/strategies for funding upon completion of the proposed grant;
 - viii. Other organizations, if any, participating in the activity.
 - ix. Evaluation—Please explain your expected results and how you will measure the effectiveness of your activities.

4. Attachments: In addition to the Grant Proposal, please attach the following:

- a. Most recent annual statements (audited if available)
- b. Current operating budget
- c. A detailed budget of this project
- d. A list of other sources of actual and expected funding, including amounts
- e. A copy of your current I.R.S. or other (ex-US) determination letter indicating tax-exempt status