



GULF BREEZE Will Do

Fall 2015 Grant Workshop



Agenda

- Who We Are and Why We Are Here
- GBWD Grant Requirements
- Walkthrough GBWD Grant Application
- Tips and Helpful Hints
- Questions and Answers



About Gulf Breeze Will Do

- Formed by women to engage other women in philanthropy by collectively providing grants to worthy causes serving the 32561 and/or 32563 zip code areas
- 100% of members' dues (\$250) awarded in grants twice a year (in the Spring and Fall)
- We are looking for grant recipients who desire to improve our area, who volunteer their time and energy to make the greater Gulf Breeze area a better place. Our grants will help you get the job done.



Grant Requirements

- Your project or initiative must serve the communities in the 32561 (including Pensacola Beach) and/or 32563 zip code areas
- Your grant application must be received by email or postmarked by September 15th, 2015, to be considered
- You must spend the grant funds within 6 months of the award date and provide receipts/documentation showing how funds were spent
- Your request must be for a specific amount, between \$1,000 and \$10,000, to be considered
- You should be aware that GBWD may conduct a site visit and/or interview



Grants Will Not Be Considered For

- Debt reduction (including reimbursements)
- Interim or bridge funding
- Endowment funds
- Existing operating expenses; however, start up operating costs will be considered
- Capital projects involving property the organization does not own or have at least a five year lease
- Partisan, legislative, or political activities
- Faith based projects or initiatives that require participation in activities of a particular faith, denomination or religion in order to benefit from the project or initiative



Application Walkthrough



GRANT APPLICATION Fall 2015

Instructions: Please submit only requested information. Enter information in all fields below. Applications are NOT to be hand-written. You may attach a document to the application. The application must be EMAILED or POSTMARKED by SEPTEMBER 15TH, 2015

I. ORGANIZATION/INDIVIDUAL(S) INFORMATION

A. Individual(s)/Organization's Legal Name(s):

Is your project subject to approval from a Board of Directors Yes No
If Yes, please attach a list of Directors along with their contact information and position.

B. Project Title:

C. Grant Amount Requested: Any grant request less than \$1,000 or more than \$10,000 will not be considered.

\$1,000-\$2,499 \$2,500-\$4,999 \$5,000-\$7,499 \$7,500-\$10,000

D. Contact Information

Contact Person: _____

Email Address: _____

Cell Phone: _____ Website: _____

Address: _____

Certification:

I certify that I am authorized to apply for a grant on behalf of the project and/or organization. I understand that if selected to receive funding, I must furnish a report showing how funds were spent and that the funds were spent solely for the purpose for which the grant is sought. I certify that to the best of my knowledge, the statements contained in this application are true, correct and complete.

_____ Signature

_____ Date

_____ Print Name



Application Walkthrough

II. PROJECT INFORMATION

Please limit your responses to each question to no more than 150 words.

1. Project Start Date: _____ 2. Project End Date: _____

3. Brief Summary of Project. <i>Only this brief summary from the application will be sent to the general membership if you are a finalist.</i>
4. Target Population (include demographics on population).
5. Geographic area being served by project.
6. Describe the specific need for your project in the community.
7. Describe what you hope to accomplish through the proposed project.
8. Describe the specific activities and service that will be provided by this project.
9. If you have applied for or received other grants for this project, please describe.
10. If you do not receive this GBWD grant, how will you fund your project?
11. Describe the anticipated timeline for your project.
12. Describe your plans for sustainability for the project.
13. Describe any other pertinent information to be included in the grant request.

III. PROJECT EXPENSES:

Please complete the expense table below and **ATTACH ALL ESTIMATES** from which costs were derived.

Expense	Cost

Total Cost: _____

Total Cost must be a specific amount, not a range

Any grant request less than \$1,000 or more than \$10,000 will not be considered

III. GRANT SUBMISSION

The grant application and all required documentation must be submitted by either:

1. Email to GBWDgrantapplications@gmail.com by Sept. 15th, 2015

2. Postmarked by Sept. 15th, 2015 and Mailed to
 Gulf Breeze Will Do
 P.O. Box 1193
 Gulf Breeze, FL 32562



Tips and Helpful Hints

- Be sure to clearly demonstrate how your project or initiative is serving the 32561 and/or 32563 zip code areas. Be as specific as possible about who you are serving.
- Be prepared to support your requested grant amount with quotes and documentation.
- First impressions are important; avoid jargon and make sure your application is legible.
- Pay attention to requirements; if you are required to send us board information, then be sure to do so.
- Consider including additional support for your case, like a letter from someone who has benefited from your program.
- Meet the deadline! Ensure it was received.
- Grammatical and spelling errors are a turn off. Have someone proofread your application materials. Subject matter errors can be a killer.
- Keep it short, but informative; don't be longwinded!



- You CAN be a member and apply for a grant.
- You CAN apply for more than one grant, provided the grant requests are for separate and distinct initiatives.
- You CAN reapply for a grant.
- You do not have to have tax-exempt status to be considered for a grant. If you receive a grant, we recommend you consult with your tax advisor to ensure you report income appropriately.
- If there is a problem with your grant application, we will contact you and give you the opportunity to correct the application and resubmit it to us (provided the grant was received early enough before the deadline).
- Your organization does not have to have a 32561 or 32563 address, as long as you demonstrate that your project and/or initiative is serving those areas.

Questions and Answers



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Email grant applications and grant related questions to:
GBWDgrantapplications@gmail.com