



HERBERT BEARMAN FOUNDATION

## **EXECUTIVE GRANT REQUEST SUMMARY**

(to be completed after acceptance of LOI)

**NAME OF THE ORGANIZATION:**

**CONTACT INFORMATION :**

**Name(s) :**

**Address:**

**Phone:**

**Email:**

**NAME OF THE PROJECT**  
(for which funding is being requested)

**AMOUNT REQUESTED**

**BRIEF STATEMENT OF THE ORGANIZATION'S MISSION**

**PROJECT INFORMATION**

- One paragraph summary of the need or reason for the project
- Description of the Project not to exceed two pages including:
  - Activities
  - Personnel
  - Relation to existing programs
  - Timeline
  - Methods of evaluation
  - Source of funding after grant expiration (exit strategy if applicable)

**PROJECT BUDGET**

(specific expenditures or anticipated expenditures and sources of funds)

**OTHER SUPPORTING DOCUMENTS**

- List of other funders now considering this Project
- Income and Balance sheet for the organization
- List of other actual or potential project funders
- List of Trustees & Board of Directors
- History of previous grants by The Herbert Bearman Foundation
- History of previous submissions to The Herbert Bearman Foundation