# Cover Page

## 2024 Business leadership network Community Grant

Complete this Cover Page form and include it as the first item in your proposal package.

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Applicant Organization

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Contact Person and Position

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|  |

Project Title

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| --- | --- | --- |
|  |  |  |

Email Phone

|  |
| --- |
|  |

Address

|  |
| --- |
|  |

Organization’s Federal Tax ID Number

|  |
| --- |
|  |

Legal Status of Organization (e.g., nonprofit; for-profit, local government agency)

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| --- |
|  |

Project Partners

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| --- |
|  |

Counties/Communities Served

# Abstract

Briefly describe the project. *(1 paragraph)*

# Project Description

Include why it is a community priority. Provide data if possible, who and how many will be served by the project.

# Plan of Work

Include activities to be undertaken, and time frames**.** This can be in paragraph or table form*.*

# Organization Description

Include key person/people who will lead the project.

# Collaborations

Brief description of collaborations, including other organizations/entities in your community and their organizational status (nonprofit, public, private) and current or desired collaborations with the CPH. A letter of support must be provided for each collaborator.

# Evaluation and Outcomes

Include up to 5 indicators of the success of the project.

# Sustainability

Plans to sustain collaborations and/or initiatives after the end of the grant.

# Budget

* Describe each line item: Who is providing the funds or in-kind donation and how will the funds be used.
* Cash or in-kind match of at least 1:1 ratio from local funding is required from local private, public, or nonprofit partners and/or collaborators. Match CANNOT be from applicant organization.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **CPH/BLN Community Grant Budget** | | | | | |
| *Applicant Organization:* | | | | | |
|  |  |  |  |  |  |
| **Expense Category** | **CPH Funds** | **Cash Match** | **In-Kind Match** | **Total** | **Description of**  **Use of Funds** |
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|  |  |  |  |  |  |
| **Project Total** | $0 | $0 | $0 | $0 |  |

# Letters of Support

Attach a letter of support for each collaborator. Letters should describe how the collaborator will be involved with the project or any funds they are providing.