Hartford Foundation
FOR PUBLIC GIVING
Together for good.

ANDOVER GREATER TOGETHER COMMUNITY FUND GRANT APPLICATION
Grant Requests from $3,000 to $10,000

1) **Organization Contact Information**

Organization or Community Group's Legal Name:	
Fiscal Sponsor, if applicable:	
Address:	
Address 2:	
City, State, Zip Code:	
Contact Name & Title:	
Contact Phone Number:	
Contact Email:	
Website:	
Implementing Organization's Annual Budget:	

2) **Program Information**

Program Name:	
Dollar Amount Requested:	
Total Project/Program Budget	
Geographic Area Served: *(neighborhoods or entire town)*	
Population Served: *(ex: age, gender, ethnicity, number of participants)*	

3) **Program Description:**
Please describe the program or activity. Include the goal, objectives, methods, strategies and timeline.

4) **Description of need:**
Why is the project you describe necessary? Is there anyone else already doing this?

5) **Expected benefit:**
Who will benefit from this program (# of people and population served)? How long will the benefit be felt? (For a fixed length of time or will this create a permanent program/piece of infrastructure for the town?)

6)   **Plan of evaluation. How will you measure success of the program?**

7)   **If we do not fully fund the project, how will you raise the remaining funds needed?**

8)   **Description of why your organization is well suited to implement this project.**
     Do you have prior experience doing something similar? Do you have particular skills that are needed? Do you have relationships with partners in town that can help the project be successful?

9)   **Please explain how reflective your organization is of the people it serves by indicating which underrepresented groups are on your organization's board and leadership staff. Are there other groups you would like to include?**

The following attachments are required and can be emailed to: andoveradvisorycomittee@gmail.com. Please use the following format: Name of Your Organization.filename.(doc.xls.pdf. etc.), i.e. ABC.501c3.doc.

1. Copy of your 501(c)(3)
2. Copy of most recent audit. If you organization does not file an audit, please provide a copy of your organization's most recent treasurer's report.
3. Organization budget and Program budget
4. Listing of funds received and grants pending for this project.
5. Listing of Board of Directors
6. Copy of permit if applicable.