**[A picture containing drawing

Description automatically generated](https://bit.ly/2TkraXN)GRANT PROJECT DESCRIPTION**

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| --- | --- |
| GRANT NAME | PREPARED BY |
|  |  |
| PROJECT NAME | DATE |
|  |  |

1. PROJECT DESCRIPTION

|  |  |
| --- | --- |
| 1. STATEMENT OF PROBLEM  TO BE ADDRESSED |  |
| 1. GOALS & OBJECTIVES |  |
| 1. TARGET POPULATION |  |
| 1. PROJECT ACTIVITIES |  |
| 1. KEY STAFF |  |

1. SUCCESS CRITERIA & MEASURABLE OUTCOMES

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1. ORGANIZATION BACKGROUND

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1. CURRENT PROGRAMS, ACTIVITIES, & ACCOMPLISHMENTS

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1. AFFILIATIONS WITH SIMILAR ORGANIZATIONS

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1. GOALS & OBJECTIVES

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1. TIMELINE

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| ACTIVITY | PROJECTED DATE |
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1. BUDGET

BUDGET OVERVIEW

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| GENERAL OPERATING SUPPORT | BUDGET PURPOSE |
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| PROJECT SUPPORT | BUDGET PERIOD START & END DATES |
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| --- | --- | --- | --- |
| INCOME | | EXPENSE | |
| **SOURCES** | **AMOUNT** | **USES** | **AMOUNT** |
| REVENUE |  | GENERAL OPERATING SUPPORT |  |
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| **TOTAL** |  | **TOTAL** |  |
| **NET INCOME** | | |  |

LONG-TERM SOURCES / STRATEGIES FOR FUNDING

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1. EVALUATION

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1. APPENDIX

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| FILE NAME | DESCRIPTION | LOCATION attachment / link |
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