

Application Questions

General Operating Support

REQUEST INFORMATION

Organization Name

Project Title

Please review and update the requested amount and term of the grant that you provided on the letter of inquiry.

Length of Grant Request (in months)

Start Date

End Date

If this request is for multi-year funding, please review and update the information provided on the letter of inquiry. For example:

First Year

Second Year

Request as % of Organizational Budget

ORGANIZATIONAL DETAILS

Provide a detailed description of program or core activities, including how many people are served by each?

Describe the organization's top three to five organizational goals for the next two years.

Provide a brief description of the organization's current administrative, programmatic, and financial needs.

Describe how unrestricted, general grant funds would impact the organization.

EVALUATION

What is the organization's primary method of evaluating the effectiveness of this request?

Please describe how the organization evaluates its effectiveness.

LEADERSHIP & MANAGEMENT

In a few sentences, describe your board's strengths and weaknesses.

How often does the board meet?

Provide a list of board committees that are in place, if any, and how often each meets?

Does the board reflect the population served?

Board Diversity Description

Does the diversity of staff reflect the population served?

Staff Diversity Description

Does the full board approve the annual budget?

On what date did they approve the budget for the current fiscal year?

How often does the board review financial reports?

Does the organization have a written conflict of interest policy?

Do the organization's by-laws set forth term limits for the service of board members and officers?

Describe the organization's administrative/management structure (for example, is it more hierarchical or horizontal).

Describe the professional background and experience of the chief staff officer and the chief financial officer. (Please do not attach or include full resumes.)

FINANCIAL SUSTAINABILITY

How many months of unrestricted cash and/or short-term investments are available to cover current expenses?

Are these sufficient to manage current operating needs? Please explain.

Funding Plan 1

Funding Plan 2

Funding Plan 3

We understand that general financial sustainability is challenging for all nonprofit organizations. What are the specific challenges to your organization's financial sustainability in the next two years?

Please explain if you anticipate any significant changes in the annual operating budget in the current fiscal year and the near future?

Please enter a list of all nongovernmental sources of income of \$25,000 per year or more for your current fiscal year and any future commitments, indicating annual amounts, grant periods and, if applicable, any specific restrictions placed on the grants.

ATTACHMENTS

1. The current fiscal year operating budget for the organization, including a budget narrative, in the format used by your organization. Or you may use the Dyson Foundation's Organizational Budget Form. Please note, this will minimize your application window.
2. Current Statement of Financial Position (also called a Balance Sheet)
3. Current Statement of Activities (also called a Profit-and-Loss Statement)
4. A current list of the organizations' board members, their positions on the board, terms of office, and professional affiliations.
5. For budget narratives and similar materials, or items requested by your program officer. Please do not attach newsletters or clippings.