

Z. SMITH REYNOLDS FOUNDATION, INC.

101 Reynolda Village
Winston-Salem, North Carolina 27106
336-725-7541 or 800-443-8319
Website: www.zsr.org
Email: info@zsr.org

GRANT APPLICATION

Name of Organization: _____
(Exactly as it appears on your federal tax-exemption certification under Section 501(c)(3) of the IRS Code)

Mailing address: _____

County: _____ Organization's Website: _____

Telephone: _____ Fax: _____

Chief Administrative Officer: _____ Title: _____
(Please use the appropriate prefix e.g.: Mrs/Mr/Ms)

Date of Incorporation: _____ State of Incorporation: _____ Federal ID#: _____

Organization's fiscal year ends: _____

GOVERNING BOARD AND STAFF:

Total Number of Members on Governing Board: _____

Please indicate the #:

Male _____ White/Caucasian _____

Female _____ Non-White/Non-Caucasian _____

Total Number of Staff Members: _____

Please indicate the #:

Male _____ White/Caucasian _____ Part-time _____

Female _____ Non-White/Non-Caucasian _____ Full-time _____

The Foundation actively seeks to promote access, equity, and inclusiveness; and to discourage discrimination based on race, ethnicity, gender, age, sexual orientation socio-economic status, and other factors that deny the essential humanity of all people. Our grantsmaking policies reflect the belief that organizational performance is greatly enhanced when people with different ethnic and racial backgrounds and perspectives are engaged in an organization's activities and decision-making process.

Do your organization's staff and management reflect this value? Please explain.

Name of Organization: _____

GRANT REQUEST INFORMATION:

Indicate the deadline for which you are submitting an application: **February 1** _____ **August 1** _____ **Year** _____

General Operating Support **Project Support - Title** _____

Contact Person to whom all communication regarding this application should be directed:

Name: _____ Title _____ E-mail address: _____
(Please use the appropriate prefix e.g.: Mrs/Mr/Ms)

Mailing Address: _____ Phone: _____ Fax: _____

Give a brief description of the project for which you are seeking funding, or, if the request is for general operating support, give a brief description of your organization.

Description:

Please indicate the focus area under which you are submitting your application (*choose only one*).

- Community-Building and Economic Development
- Environment
- Governance, Public Policy and Civic Engagement
- Pre-Collegiate Education
- Social Justice and Equity
- Miscellaneous

Has your organization previously received a grant(s) from this Foundation for general operating support or for the project for which you are currently seeking funding? _____

If yes, have all the Foundation's reporting requirements been met for the grant(s): _____

If reporting requirements have not been met, please obtain a reporting form from the Foundation and include it with this application.

FINANCIAL INFORMATION:

Total actual operating income and expenses of your organization for the **last three completed** fiscal years (as shown on IRS Form 990):

	Year _____	Year _____	Year _____
INCOME	\$ _____	\$ _____	\$ _____
EXPENDITURES	\$ _____	\$ _____	\$ _____

Period for which funds are being requested: From: _____ To: _____

Name of Organization: _____

PROPOSED BUDGET INFORMATION:

Column (1) must be completed by all organizations except colleges/universities, public schools and governmental units. Column (2) does not have to be completed if you are seeking general operating support. The amounts in Column (2) should be included in the amounts in Column (1).

	Column (1) ORGANIZATION'S TOTAL BUDGET	Column (2) PROJECT BUDGET
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Total anticipated Income for period for which funds are being requested	\$ _____	\$ _____
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Total anticipated Expenditures for period for which funds are being requested	\$ _____	\$ _____
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Amount Being Requested from ZSR	\$ _____	\$ _____
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In addition to the summary budget information above, you must submit:

- (a) Prior fiscal year's **actual budget** showing expenses and specific sources of income
- (b) **Current fiscal year's budget** showing actual income and expenses to date
- (c) A one-page, line-item **proposed budget** (showing anticipated income and expenditures) for the total operations of the organization's fiscal years for which funds are being requested.
- (d) If the funds being requested are for a specific project rather than for general support, also submit a one-page, line-item budget for the specific project for which funds are being requested (showing anticipated income and expenditures).

Past Funding

What have been your organization's (and/or the program for which funds are being requested) sources of major funding in the past three years (be specific), and report the amounts received from those sources:

Potential Funding

What funds from other sources (foundations, corporations, government, earned income, endowment, memberships, special fund-raising activities, etc.) have been received or are under consideration for this project? Please indicate the source, amount, whether the funds have been received, confirmed, or are under consideration, and whether the funds are for a single year or multiple years.

Future Funding

Do you have a long-range plan over the next three-to-five years that will enable you to operate the organization or this project without ZSR funding? Yes _____ No _____ If yes, by approximately what year? _____

GRANT PROPOSAL SUMMARY
(THIS SECTION MUST BE COMPLETED USING THIS FORM)

Name of Organization: _____ Amount being requested: \$ _____

General Operating Support

Project Support - Title: _____

In the space below, provide a **one-page** summary of the mission of the organization, goals, activities and expected outcomes for this project or of the organization if you are applying for general operating support.

(DO NOT EXCEED ONE PAGE)