**2022-2023 BCF MINI-GRANT APPLICATION**

**Submission via email to** bcfcoordinator@gmail.com **by 5:00pm October 31st, 2022**

|  |  |
| --- | --- |
| **DATE SUBMITTED** | **PROJECT/GRANT NAME** |
|   |  |
| **Lead Applicant Information** |
| **SUBMITTED BY (Agency)** | **ADDRESS OF SUBMITTING PARTY** |
|   |  |
| **SUBMITTED BY (Primary Contact)** | **E-MAIL OF SUBMITTING PARTY** |
|   |  |
| **Collaborative Partner Information****\*minimum of 2\*** |
| **BCF Collaborative Partner** | **BCF Collaborative Partner** |
|  |  |
| **BCF Collaborative Partner** | **BCF Collaborative Partner** |
|  |  |

1. **PROJECT DESCRIPTION**

|  |  |
| --- | --- |
| 1. STATEMENT OF PROBLEM TO BE ADDRESSED
 |   |
| 1. HOW THIS FURTHERS THE MISSION OF THE BCF
 |  |
| 1. OVERALL PROJECT GOAL
 |   |
| 1. TARGET POPULATION
 |   |
| 1. PROJECT DURATION
 |  |
| 1. KEY STAFF
 |  |

1. **GOALS & OBJECTIVES**

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

1. **SUCCESS CRITERIA & MEASURABLE OUTCOMES**

|  |
| --- |
|  |

1. **TIMELINE**

|  |  |
| --- | --- |
| ACTIVITY | PROJECTED DATE |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

1. **BUDGET**

**BUDGET OVERVIEW**

|  |
| --- |
|  |

|  |  |
| --- | --- |
| **ANNUAL PROJECT BUDGET AMOUNT** | **BCF MINI-GRANT AWARD PERCENTAGE OF BUDGET** |
|   |  |
| **ANTICIPATED USE OF ANCILLARY FUNDS****(Grant Writing or Marketing)** | **TARGET DATE FOR ANCILLARY FUND USE** |
|  |  |
| **COLLABORATIVE PARTNER FINANCIAL CONTRIBUTIONS****(Please identify partner by name)** | **COLLABORATIVE PARTNER IN-KIND CONTRIBUTIONS****(Please identify partner by name)** |
|  |  |
|  |  |
|  |  |
|  |  |

**LONG-TERM SOURCES / STRATEGIES FOR FUNDING**

|  |
| --- |
|  |

1. **PROJECT EVALUATION METHODS**

|  |
| --- |
|  |

1. **PROJECT SUPPORTS THAT MAY BE PROVIDED BY OTHER BCF MEMBERS**

|  |
| --- |
|  |

1. **APPENDIX**

|  |  |  |
| --- | --- | --- |
| FILE NAME | DESCRIPTION | LOCATION attachment / link |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**REMINDER: The deadline for applications is 5:00pm on October 31, 2022. Applications that are received after this deadline or applications that do not meet the mini-grant required parameters will not be eligible for consideration. Please direct inquiries to bcfcoordinator@gmail.com.**

I hereby state that the information contained in this application is true and correct to the best of my knowledge.

LEAD MEMBER:       DATE:

 printed name signature

PARTNER:       DATE:

 printed name signature

PARTNER:       DATE:

 printed name signature

REVIEWED: DATE:

 Co-Chair Co-Chair