

Literacy Program Grant Proposal Template

Organization Name

Contact Person

Email Address

Phone Number

1. Executive Summary

Briefly summarize your program and funding request.

2. Statement of Need

Describe the literacy need or issue your program addresses.

3. Program Description

Describe your proposed literacy program, including goals, objectives, and activities.

4. Target Population

Describe who will benefit from the program (age group, location, etc.).

5. Methods and Implementation Plan

Explain how you will implement and manage the program.

6. Evaluation Plan

Describe how you will measure success and outcomes.

7. Budget

Amount Requested

Provide a summary or breakdown of your program budget.

8. Organization Background

Briefly describe your organization and its experience in literacy or related work.

9. Attachments (if applicable)

- Letters of support
- IRS determination letter
- Annual report
- Other supporting materials