

Sample Funding Proposal Outline

1. Executive Summary

Brief overview of the proposal, organization, project, objectives, funding needs, and expected outcomes.

2. Introduction to the Organization

- History and background
- Mission and vision statements
- Core programs and activities
- Organizational structure

3. Statement of Need

- Description of the problem or need
- Supporting data and research
- Target population

4. Project Description

- Project goals and objectives
- Methods and activities
- Timeline
- Staffing/volunteer requirements
- Partners and collaborations

5. Expected Outcomes and Evaluation

- Measurable outcomes
- Evaluation plan and methods
- Reporting procedures

6. Budget and Funding Request

- Detailed project budget
- Amount requested
- Other funding sources (if any)
- Budget justification

7. Sustainability Plan

- Plans for future funding
- Long-term vision

8. Appendices (if needed)

- Letters of support
- Additional documentation
- Organizational financials