Entry-Level Grant Proposal

1. Cover Page

- Project Title:
- Applicant/Organization Name:
- Contact Information:
- Date:

2. Executive Summary

Brief overview of the project, purpose, key activities, expected outcomes, and funding amount requested.

3. Statement of Need

Description of the issue or problem to be addressed. Include relevant data or evidence supporting the need.

4. Project Description

- **Goals and Objectives:** Clearly state what the project aims to achieve.
- **Activities and Timeline:** Outline major activities, milestones, and expected timeframe.
- **Target Population:** Define the population or community to be served.

5. Evaluation Plan

Describe how the project's success will be measured, including methods and key performance indicators.

6. Budget

- Summary of requested funds and expense categories (e.g., personnel, supplies, equipment).
- Brief justification for each budget item.

7. Organization Information

- Brief history and mission.
- Relevant experience or qualifications.
- Key staff or partners involved.

8. Appendix (if applicable)

- Letters of support
- Organizational chart
- Additional documentation