



Missouri

COMMON GRANT

APPLICATION

Short Form

Please Note:

- There are three parts to the Short Form. Please complete all three:
 - Cover Sheet
 - 2-page Overview of Funding Request
 - Required Attachments

The Common Grant Application Short Form was developed to facilitate the application process for grantseekers.

Any funder that has agreed to accept this form may request additional information at any stage in the proposal process.

Instructions:

1. Determine how the application should be submitted and the number of copies required.
2. No hand written proposals.
3. Please answer all the questions unless otherwise instructed by the grantmaker.
4. Please do not include any materials other than those specifically requested.
5. Check with the individual grantmaker to find out how they would like this form to be submitted.

Resources:

- St. Louis Public Library's Grants and Foundation Center-<http://previous.slpl.org/using/foundation.htm>
- Foundation Center Guide to Proposal Writing-
<http://foundationcenter.org/getstarted/tutorials/shortcourse/components.html>

Visit the User Guide for the following information:

- Common Grant Application background.
- Frequently Asked Questions.
- Glossary of terms.
- Proposal writing tips.
- Guide to each question asked in this short form including examples on how to best answer each question.

Common Grant Application Short Form Cover Sheet

Grantmaker to whom this application is submitted:	Concerned Citizens for Crystal City		
Application Date:		March 18, 2013	
Applicants Legal Name: (as shown on IRS Letter of Determination)	Concerned Parents Organization of Jefferson County		
Doing Business As: (if different from legal name)			
EIN #:	47-0944268		
Address:	723 Crystal Ave		
City:	Crystal City	State: Mo	Zip code: 63019
Telephone #:	636-208-0770	Fax #:	
Executive Director: (or Top Executive)	Mrs. Josalyn Dunlap (President) (Please include prefix and title)	Phone #: 636-208-0770	
		Email Address: josalyndunlap@gmail.com	
Main Contact(s) for this Proposal:	Mr. Gary Underwood (Vic President) (Please include prefix and title)	Phone #: 636-208-8937	
		Email Address:	
Board President:	Ms. Alice Faye Padgitt (Treasure)	Phone #: 636-931-5578	
		Email Address:	

Applicant's tax-exempt status/ IRS designation: 501(c)(3) organization based in Crystal City.	(Attach a copy of the IRS Letter of Determination- NOTE- this is not the state sales and use tax exemption certificate. If there has been a name change provide copies of the amended state certificate of incorporation and amended IRS Letter of Determination)
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Organization's mission statement:
<p>We have assembled ourselves in a just and noble cause and with unity of purpose. We have set forth to proudly serve and preserve the youth in our community of Jefferson County Missouri. We have committed our efforts to providing the youth with a "Better Chance for a Better Life." Through our active participation, investigation and education along with the dissemination, positive information. We will communicate our mission, to reform and transform any entity that impedes or progress to improve the expectation of a quality of life, of which all youth are entitled too thus "Manifest Destiny" WE WILL NOT FALTER.</p>

Type of request (check one): Note, not all funders support each type of request. Check with individual grantmaker.	
<input type="checkbox"/> Capacity Building	<input checked="" type="checkbox"/> Program/Project
<input type="checkbox"/> Capital	<input type="checkbox"/> Other (explain)

<input checked="" type="checkbox"/> New Project	<input type="checkbox"/> Existing Project	<input type="checkbox"/> Expansion of Existing Project
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Project Name: (No general operating)	"Healthy Youth For Life"
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Proposal Summary - In 100 words or less summarize the purpose of this request.

The Concerned Parents Organization of Jefferson County, INC. believes all of our children should constantly strive for excellence, not for perfection. Our purpose is to expand the possibilities to enrich their lives, by providing guidance that will encourage life changes that will live on for generations to come. As you well know, the First Lady of The United States Michelle Obama has taken on the task of educating children on the importance of eating balanced meals as well as getting on the move to exercise daily. The goal of The Concerned Parents Organization of Jefferson County is to open up a "Healthy Life Style" session with a celebrity sports figures. The speaker will provide our youth with useful information about the importance of healthy eating and daily exercise. During the session the youth will take part in different activities, while the guest celebrity gives direction on how to exercise in the proper way. All youth will sign a declaration to commit fifteen minutes a day to exercise, as a result the declaration will be displayed in the hallways of Crystal City Elementary School. For each youth that makes the commitment their name will be placed in a drawing door prizes. Afterwards, all participants will be provided with a light lunch to end the session.

Funding Period Requested: (be specific)	08/ 1 / 13 through 05 / 30 /14	Amount Requested:	\$8,200.00
Total Project Budget for this period:	\$8,200.00	Current Annual Organizational Budget:	\$500.00
Organization Fiscal Year:	01/ 13 through 01 / 14		
Geographic Area(s) Served: (Should include Crystal City)	Crystal City Elementary School		

List applicant's membership of a giving federation: (e.g., United Way, Arts & Education Council, Jewish Federation, Earthshare Missouri)	
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Agreement

I certify to the best of my knowledge, that all information included in this proposal is correct. The tax exempt status of this organization is still in effect. If a grant is awarded to this organization, then the proceeds of that grant will not be distributed or used to benefit any organization or individual supporting or engaged in unlawful activities.

In compliance with the USA Patriot Act and other counterterrorism laws, I certify that all funds received from this funder will be used in compliance with all applicable anti-terrorist financing and asset control laws, statutes, and executive orders.

Josalyn Dunlap President Concerned Parents Org. of Jefferson County

March 22, 2013

Signature, Executive Director
(or authorizing official on behalf of the organization)

Date

In a maximum of two-pages, please include:

1. Brief organizational history and brief description of previous year's accomplishments.
2. Purpose of this funding request. Please describe:
 - a. Community needs or problems to be addressed by this project/organization.
 - b. The target population, number of individuals, and geographic area that will benefit from this proposal.
 - c. What you hope to accomplish (outputs and/or outcomes), and
 - d. How you intend to accomplish the above.
3. Names and brief description of roles of partners on this project (if applicable).

Required attachments:

1. Project budget using the budget template provided.
2. Organization's current budget.
3. IRS Letter of Determination