

# Cathleen McFarlane Foundation, Inc. Grant Proposal Return Application

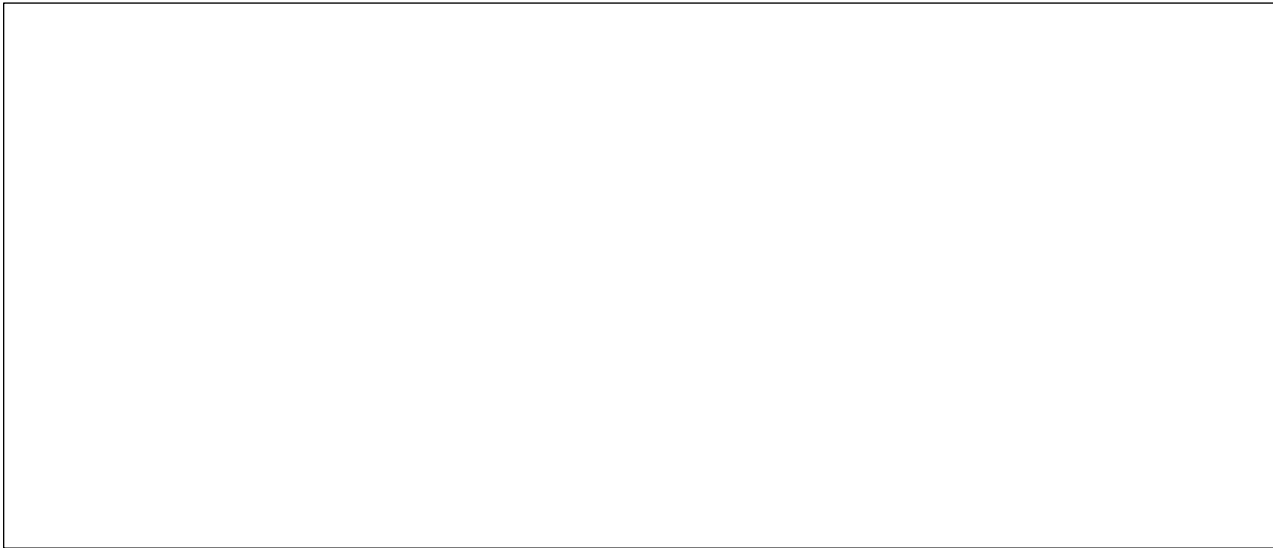
<b>Organization Name:</b>	<b>Funding Request:</b>
<b>Contact Name &amp; Title</b>	<b>Project Budget:</b>
<b>Contact Email:</b>	<b>Organization Budget:</b>
<b>Contact Phone Number:</b>	<b>Service Delivery Type:</b> [ ] Substance Abuse [ ] Homeless [ ] Animals
<b>Project Name:</b>	<b>Funding Focus:</b> [ ] Prevention [ ] Intervention [ ] Treatment
<b>Submission Date:</b>	<b>Grant Duration:</b>

## 1. Organizational Summary:

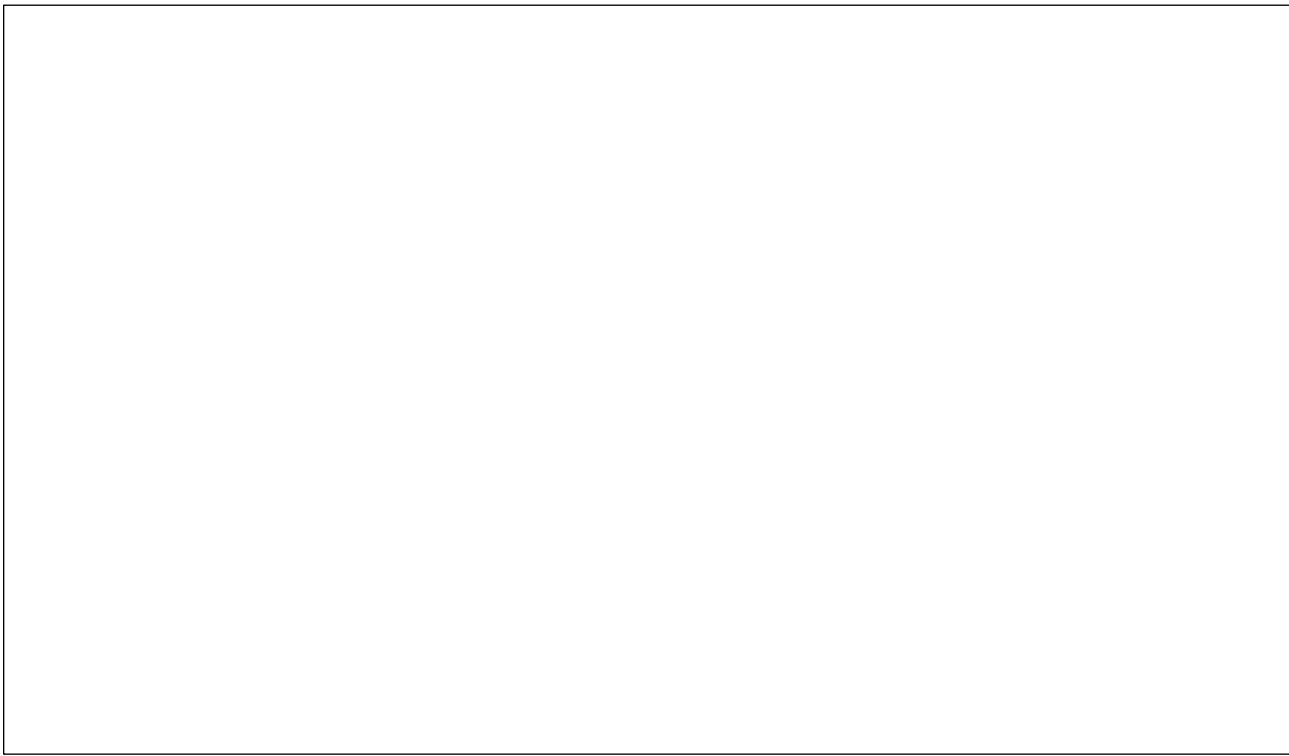
*Please provide detail as to the following aspects of your organization* (insert responses below each topic):

**History:**

**Board Governance:**

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**Organizational Services & Programs:**

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**Organizational Structure** (*how is the program managed and operated*):

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**Organizational Key Achievements:**


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## 2. Description of Request:

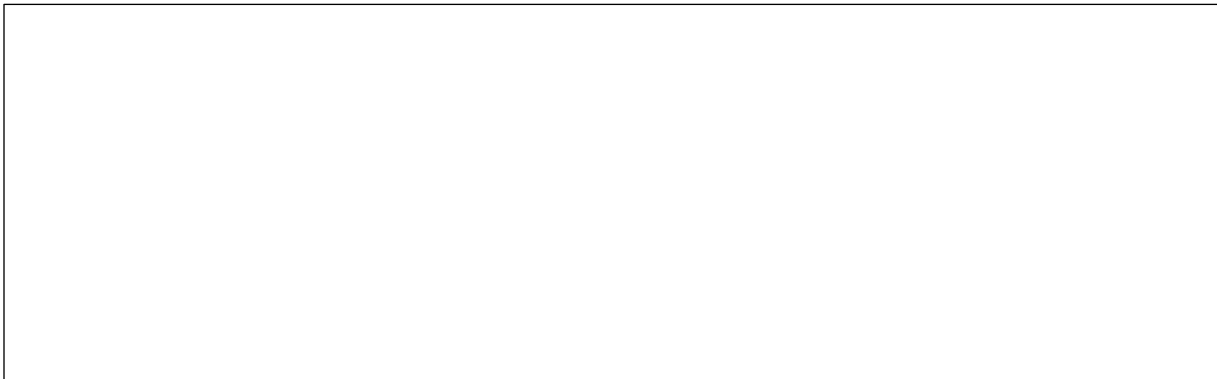
*Please describe the services for which you are seeking support. If project support is requested, tailor your responses to that particular project; if operating support is requested, tailor your responses to address the organization. Please focus on the following components:*

**What is the need the organization is addressing?**

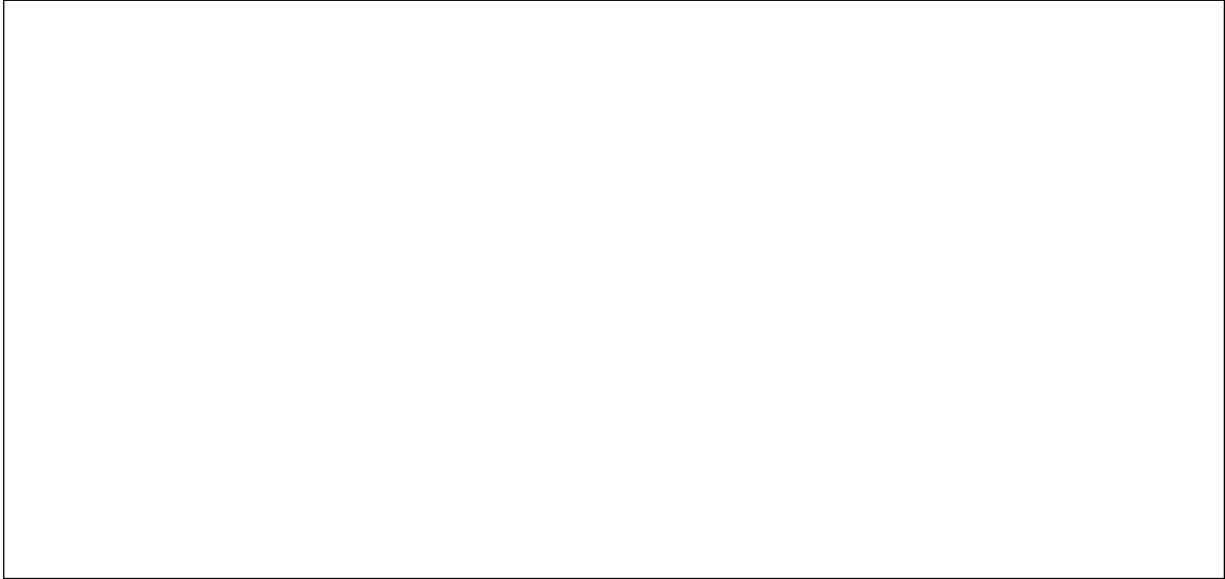
**How is the program administered:** *Hours, days, length of the program, location(s), curriculum/name of intervention, and numbers served.*

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**Targeted Clients or Service Recipients** - *include age, geographic location, eligibility criteria, etc.*

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**How do you measure success?**



**What are examples of program challenges?**



**Provide a case example (with respect to privacy).** *Choose an example that demonstrates how clients are served and progress through the program.*

**New Funding Request Deliverables.** Complete the below table in bulleted responses relating specifically to the grant request.

Short Term Outputs	Outcomes	Measurement Methods

### 3. Organizational Staffing:

*Describe the personnel that will work on this project. Include names of key staff that will work on this project. If a hiring process is needed please indicate this and method for marketing the position, interview and hiring.*

**How many employees are employed by the organization?**

**List the executive level staff for the organization.**



**How many employees are working on the program for which you are seeking funding?**

**Staff names, positions, and years of experience** - *Provide the key program staff names, their position, years of experience and description of their project related role and/or responsibility. (Provide lists and succinct detail).*

**Do additional staff need to be hired to provide this program? If yes, please explain.**

#### **4. Budget Justification and Breakdown:**

*Describe how the amount requested was determined, how it will be applied. Please be specific with dollar amounts.*

**How was the amount requested determined?**

**How will the funding be spent? Provide breakdown.**



## 6. End of the Year Report:

### Previous Funding Received from the Cathleen McFarlane Foundation

**Date of grant award:**

**Funding amount:**

**Project funded (if applicable):**

Complete table below (all answers in bullet format)

<b>Resources Used</b>	<b>Short Term Outputs</b> <i>(Numbers Served, trained, # of resources identified, etc.)</i>	<b>Outcomes</b> <i>(What change took place as a result of the program or project?)</i>	<b>Challenges of the Program</b>