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**[YEAR] APPLICATION REQUEST FOR FUNDING**

**from FOUNDATION for WOMEN’S ADVANCMENT**

**Applicant:**

**[NAME OF ORGANIZATION, COUNTRY]**

Submitted by:

(Name of Organization’s Representative & his/her title)

(Organization Address, Email, Telephone, Fax and Webpage)

I. PROGRAM SUMMARY & OBJECTIVES

(Brief overview of program: mission, history, purpose, target demographic, need addressed, track record. More details can be provided in later sections but this section should contain all key facts in 1-2 paragraphs.)

II. PROPOSED TIMEFRAME

III. LOCAL and/or INTERNTIONAL PARTNERS

IV. NEEDS THAT JUSTIFY THE REASON FOR YOUR PROJECT

V. GENERAL GOAL and SPECIFIC OBJECTIVES

VI. TARGET POPULATION

VII. ACTIVITIES

VIII. IMPACT: Past impact (Who? How many?) and projected impact for this funding period

IX. FINANCE REQUEST

Additional information is appreciated but the essential figures are:

1. Total Cost
2. Total cost per person (if applicable, eg individual scholarship amount, teachers directly involved in the program, ect)
3. Funding already achieved (USD and % of Total)
4. Funding requested from Foundation WA (in USD)

Please note that only DIRECT PROGRAMMING COSTS will be covered by the grant if awarded. No overhead salaries or constructions expenses should be covered with the funds from the grant if approved. Salaries and other overhead costs when pertinent, however, should be reported in the total costs.

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| --- | --- | --- | --- |
| ACTION BUDGET | Amount (USD) | % of budget | NOTES |
| TOTAL COSTS |  |  |  |
|  Cost Breakdown  |  |  |  |
| TOTAL FUNDING ACHIEVED |  |  |  |
| Public funds  |  |  |  |
| Local/ domestic donations |  |  |  |
| Other |  |  |  |
| Sub-total |  |  |  |
|  |  |  |  |
| **Total Amount Requested from** **Foundation WA** |  |  |  |

**ATTACHMENTS**

Attachments may include past statistics, news stories or media coverage of your program, personal testimonies from participants, photos (no more than 2), and other material to illustrate how your program matches the Foundation’s interests.

Example of timeline showing statistics and past, present and projected impact:

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | ***2011*** | ***2012*** | ***2013*** | ***2014*** | ***2015*** | ***2016*** | ***2017*** | ***2018*** | ***2019*** | ***2020*** | ***2021*** |
|  ***Activities***  | ***Past Participants Projected Participants***  |
|  |  |  |  |  |  |  |  |  |  |  |  |
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APPENDIX 1:

APPENDIX 2:

**Submission Instructions:**

After you complete this entire application, please save it as a pdf attachment and name in this format so we can easily identify documents: 2016 FoundationWA Funding Application, Name of Program, COUNTRY.

For example: 2016 Foundation WA Funding Application, Girls Unite for Learning, DJIBUTI

Please send the application and your cover letter via email to Grants Application, Foundation WA at grants@womensadvancement.org. If you have any questions about the application, please contact us, the Grants Manager will be happy to help you. The Grants Manager can be reached via:

* Email: grants@womensadvancement.org
* Phone: 202.713.0910
* Regular mail: Foundation WA, 1629 K Street, NW, Suite 300, Washington, D.C. 20006

Thank you and best wishes in applying for a Foundation WA grant for 2016.