

# LEARN Grant Application

## Application Information:

Legal Name of Organization: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Title of Project: \_\_\_\_\_ Year Founded: \_\_\_\_\_

Current Annual Operating Budget: \$ \_\_\_\_\_

If your organization been a previous recipient of a LEARN Grant what year did that occur? \_\_\_\_\_

Are you currently receiving program funding from another source (i.e. United Way Program Funding)? \_\_\_\_\_

If yes, identify one or two primary funding sources and the amount you received:

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**Grant Type:** (Please circle one.)

**Education Grant:** individual or groups of teachers, from grades K-12 who demonstrate creative teaching methods to students of REC members.

**Emergency Service Grant:** emergency units served by REC or who provide services directly to REC members.

**Community Grant:** non-profit organizations served by REC, or whose services directly benefit REC members.

## Project Information:

School Principal or Executive Director: \_\_\_\_\_

School Name (if applicable): \_\_\_\_\_

Project Contact Person & Title: \_\_\_\_\_

Contact's Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Purposes of Grant (one sentence): \_\_\_\_\_

\_\_\_\_\_

## Project Details:

Beginning Date of Project: \_\_\_\_\_ Ending Date of Project: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_ Total Project Cost: \$ \_\_\_\_\_

County/Town Project Served: \_\_\_\_\_ Geographic Locality Served (i.e. Dawn) \_\_\_\_\_

Number of students/members the project will benefit (please circle one): 1—24 25—49 50—99 100—299 300+

## Project Descriptions:

**Instructions** – Please structure your proposal to provide the following information in the order indicated. Use the headings and subheadings provided. Include a complete description of the project for which funding is requested. Do not exceed three typed, double-spaced pages for the narrative. Type should be no smaller than 12 points. The description should include:

### A. Narrative

#### 1. Organization Information

- Summarize your organization's history
- State your mission and goals, future challenges, and long-range plans
- Discuss current programs and activities
- Highlight accomplishments

#### 2. Purpose of Grant

- Describe the proposed program or project
- Identify the needs/problems to be addressed and the target population
- Define the project as a new or continuing program
- Identify other organizations, partners, or funders participating in the project and their roles
- Discuss your timetable for implementation and long-term funding resources

#### 3. Evaluation

- Describe your plan to document progress and results

### B. Attachments

#### 1. Budget

- Provide a one-page typed budget for the project
- Specify the budget period (i.e. January 1, 2010 to December 30, 2010)
- Include an analysis of the projects total cost and the amount requested for the grant
- Provide specific information regarding other funding sources to support the project including in kind services

#### 2. Letter of Reference

- Provide two typed letters of reference from recipients of your services, or another community partner of your choice

## Deadline:

Applications must either be postmarked or hand delivered to any REC office by **April 5, 2010**. All correspondence should be sent to the attention of:

**Brian Wolfe, Public Relations Specialist  
Rappahannock Electric Cooperative  
P.O. Box 7388, Fredericksburg, VA 22404**

**I have reviewed this proposal and found it to be in keeping with the school's or organization's overall objectives.**

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APPLICANT'S SIGNATURE

PRINT NAME

DATE

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PRINCIPAL'S/BOARD CHAIR'S SIGNATURE

PRINT NAME

DATE