

**Grant Application Part 1: Proposal Overview Template**

**Instructions:**

Please use the template on page three to answer each question individually. The completed template **cannot exceed three (3) pages in total—excluding all instructions and guidance—and must use 12-point font**.

After writing and editing your responses in this document, please copy and paste each response into the corresponding section in the [Part 1 application online](https://caringforcolorado.fluxx.io/apply/loinofa). **The online application form does not allow you to save your work.**

***Please note:*** We do not evaluate proposals based on formatting, grammar, writing style, sentence structure, etc. Do not use special formatting in this template – when you copy and paste the answers into the online form, you will lose any formatting.

**Guidance on Part 1 Questions:**

1. **Describe the work you are proposing to do. If applying for general operating support, briefly describe the organization’s current priorities and/or strategic plan.**

*Guidance:* Provide an overview of your work. Describe the activities involved and explain how the work addresses the needs of youth/children/families you serve. Describe if this is a new or existing program at your organization. If implementing a curriculum, describe the curriculum being used and why. If applying for general operating funding, reference your organizational priorities and goals as they relate to the work.

1. **Describe who the organization/program aims to reach, including relevant demographic information such as race, ethnicity, gender, sexual orientation, and/or other socioeconomic characteristics.**

*Guidance:* Provide further context based on your response to the demographic questions in the online application:

* What percentage of the population served by your organization identifies as a person of color?
* What percentage of the population served by your organization lives with incomes at or below 260% of the federal poverty level? (Common income eligibility percentages: CHP+ = 260% FPL, SNAP = 200% FPL, Reduced lunch = 185% FPL, MCD = 133% FPL, Free lunch = 130% FPL)
* Is serving or representing a specific community part of your organization's mission?

Be specific and use numbers or percentages when possible. We recommend you provide an explanation for any demographics you are not collecting.

1. **Describe how the work/organization is aligned with the Caring for Colorado Focus Area and Strategy selected above?**

*Guidance:* The online application requires you to select one **Focus Area** and one corresponding **Strategy** that most aligns with your proposed work. Please carefully review the [What We Fund & Don’t Fund](https://caringforcolorado.org/wp-content/uploads/2023/07/What-We-Fund_All-Focus-Areas.pdf) resource to learn about specific strategies eligible under each Focus Area.

Describe how your proposed work aligns with the strategy you selected. If your proposed work crosses multiple Focus Areas and/or Strategies, we recommend you highlight the alignment in this question, but focus most of your application on one specific strategy.

1. **Describe how the work/organization is aligned with each of the three** [**Caring for Colorado Grantmaking Guiding Principles**](https://caringforcolorado.org/grants/guiding-principles/)**.**

*Guidance:* For an application to be considered competitive, it must align with CFC’s [Grantmaking Guiding Principles](https://caringforcolorado.org/grants/guiding-principles/). Describe how your organization:

* Prioritizes resources and attention to children and youth living in families with low incomes, children and youth of color, and children and youth who experience systemic injustice.
* Centers the voice and perspectives of children, youth, and families.
* Responds to and integrates insights and solutions from the people served.
* Builds trust and connection in the communities served.
1. **Identify other community organizations/key partners and describe how you will work with them to accomplish the outcomes of the proposed work.**

*Guidance:* Please provide detailed information about any relevant organizations you collaborate with to achieve your work. What role do these partner organizations play to support your efforts? Please do not provide a list of partners. It is more effective to describe your organization’s most meaningful collaborations. If you do not collaborate with any partners for this work, please explain.

1. **Describe what you hope to achieve (e.g., increase in reach, numbers reached, changes realized, capacity built, etc.).**

*Guidance:* Briefly describe the expected impact or outcomes of your proposed work and how the outcomes are meaningful and relevant to the proposed work.

**Part 1 Application Template (next page):**

*\*Responses must be limited to three pages using 12-point font.*

**Proposal Title:** [Proposal Title Here]

**Proposal Summary:** (Brief overview that may be used in public communication about your proposal; 500-character max).

**Narrative Questions:**

1. **Describe the work you are proposing to do. If applying for general operating support, briefly describe the organization’s current priorities and/or strategic plan.**
2. **Describe who the organization/program aims to reach, including relevant demographic information such as race, ethnicity, gender, sexual orientation, and/or other socioeconomic characteristics.**
3. **Describe how the work/organization is aligned with the Caring for Colorado Focus Area and strategy selected above?**
4. **Describe how the work/organization is aligned with each of the three** [**Caring for Colorado Grantmaking Guiding Principles**](https://caringforcolorado.org/grants/guiding-principles/)**.**
5. **Identify other community organizations/key partners and describe how you will work with them to accomplish the outcomes of the proposed work.**
6. **Describe what you hope to achieve (e.g., increase in reach, numbers reached, changes realized, capacity built, etc.).**