

**San Francisco Beautiful
Friedel Klussmann Grants Program
Grant Application**

Applicant's Name: _____

Grant Amount Requested: _____ **Grant Submission Date:** _____

Project Title: _____

Contact Person's name, address, phone #, e-mail address: _____

Have you ever received a grant from San Francisco Beautiful? Yes _____ No _____
If yes, when? _____ For how much? _____

How did you find out about SFB's Grants Program?

Please provide the following information (use additional space if necessary):

1) Provide a brief statement of need and amount you are requesting from San Francisco Beautiful. Describe the project you are planning to execute, local support for the project as well as its immediate objectives and ultimate goals. Describe the project's public purpose and your organization's plans for short and long-term project management and maintenance.

2) Describe the community that will be served by this project.

3) Please provide a brief history of your organization and how this project supports its mission.

4) How do you anticipate raising the funds necessary to complete the project?

5) How will you measure when and how your goals and objectives have been met?

6) Be sure that the following attachments accompany your application:

- Cover letter
- A complete and detailed line item budget that includes all project elements and lists other sources of funding. Be sure to provide the overall cost of the project and clearly indicate what would be funded by SFB.
- Photographs, design plans and other visual aids (if applicable).
- For landscaping/planting projects, include list of plants you intend for the project.
- Proof of tax exempt status*
- Audited financial statement *
- Board of directors list *
- Total organizational budget*

*If your group is using a fiscal agent, please include these items from them. In addition, please include a list of **your** group's governing body, total organizational budget and financial statement (if applicable).