



COMMUNITY GRANT APPLICATION

Organization/School: _____

Address: _____

Phone: _____

Contact: _____

Email: _____

Amount Requested \$ _____ (maximum \$1,000)

Eligibility

_____ Educational Institution _____ Non-Profit Organization Tax exempt under 501(c)3

Tax ID _____

Applicant Background Information (on your letterhead)

Briefly describe your services to the community including the number of years serving San Jose, types of services provided, numbers served, and other pertinent background information.

Grant Project (on your letterhead)

Clearly describe your organization's plan for the use of these grants funds based upon the criteria set forth in this grant application.

Budget (on your letterhead)

Provide a detailed budget that clearly demonstrates how the funds will be used to implement project by providing a line-item for each cost and a brief description of what the item will be used for and how the cost was arrived.

Logo Requirement (New 2023)

Grantees must display the Almaden Valley Women's Club logo whenever/wherever other sponsor logos are displayed. The logo will be sent by email with acknowledgement of receiving funds. Send to the club president by January 2023 proof of acknowledgement. president@almadenwomen.org

Schedule

Community Grant Applications are accepted once a year during the period of October 1 – October 31st. Applications must be postmarked by October 31st to be reviewed for eligibility. Applications are reviewed by the Funds Disbursement Committee in November. Award notifications are mailed to all grant recipients in early December.

Executive Directors Signature _____

Email your application package to: secretary@almadenwomen.org

P.O. Box 20084, San Jose, CA 95160. www.AlmadenWomen.org

A 501 (C) 3 Non-Profit Organization – Tax ID 94-1642137