



## Brett Family Foundation Social Justice Grant Application

*Note:* To receive full consideration, proposals must be submitted by March 1. Please complete the following **Summary Form**.

The **Narrative** portion of your proposal should address all of the points outlined on the next page.

**Organization Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Executive Director** \_\_\_\_\_

**Contact (if different from Executive Director)**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Title**

**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**Email** \_\_\_\_\_

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**Brief description of request**

\_\_\_\_\_  
\_\_\_\_\_

**Amount Requested** \_\_\_\_\_ **Tax ID #** \_\_\_\_\_

**Organization Budget** \_\_\_\_\_ **Program Budget** \_\_\_\_\_

\_\_\_\_\_  
**Signature, Executive Director**

## **NARRATIVE**

### History of the Organization: (Up to 1 Page)

1. What is the history of the organization, including specific policy gains achieved and/or other significant accomplishments?
2. How, if at all, has the leadership of the organization changed over the life of the organization?

### Program: (2-3 Pages)

1. Please describe your organization's social change agenda, including key issues to be addressed and populations and communities affected.
2. What strategies and tactics does the organization employ to achieve its social change agenda (i.e., voter engagement, coalition work, policy development and advocacy, public education, direct action)?
3. What do you consider your constituency and what strategies and methods do you use to engage them? What is the current size of your constituency or base? Do you have specific expansion goals? (If you are a membership organization, please define what it means to be a member.)
4. What components of a statewide progressive infrastructure do you feel need to be in place to achieve lasting policy change in Colorado? Please describe which of those components are in place, which your organization provides and which need to be created.
5. What do you perceive to be the area (s) where your organization needs the most improvement? How are you working to address those?
6. What major programmatic goals do you hope to achieve over the next 3 years? What, if any, organizational capacities will you need to develop to achieve these goals?

### Purpose of the Grant (Up to 1 Page)

1. Description of your goals and objectives for the grant period and the activities planned to achieve those objectives.
2. Long-term sources / strategies for funding at end of grant period.

### Intended Outcomes, Evaluation: (Up to 1 Page)

1. What will be different in your organization, the community and the state as a result of your work this grant period? How will you know whether this has happened?

## **ATTACHMENTS**

- Organizational budget (project budget, if applicable);
- List of foundation grants and other revenue sources noting whether foundation grants are committed or pending;
- Most recent audited financial statements (if available);
- Income and expense statement and a balance sheet from previous fiscal year;
- Budget vs. Actual report for the previous fiscal year comparing actual expenses and revenues to the budgeted expenses and revenues;
- List of Board of Directors and key staff (please include community affiliations and occupations of Board members);
- Copy of current 501(c)(3) determination letter from the IRS (if you did not already submit one with an LOI).