

COMMUNITY FOUNDATION OF WEST TEXAS *(formerly Lubbock Area Foundation)*
PROPOSAL SUMMARY

ORGANIZATIONAL INFORMATION

Legal Name of Applicant Organization:	
Street Address:	Mailing Address (if not the same):
Phone:	E-Mail:
Web Site:	Employer ID Number:
Current Fiscal Year Operating Budget: \$	Number of Employees:
Mission Statement:	
Executive Director:	

PROJECT INFORMATION

Project Contact Person:	Phone:	E-Mail:
PROJECT TITLE: _____		
Brief project description:		
South Plains Counties Served: ___ Bailey ___ Cochran ___ Crosby ___ Dickens ___ Floyd ___ Garza ___ Hale ___ Hockley ___ King ___ Lamb ___ Lubbock ___ Lynn ___ Motley ___ Terry ___ Yoakum		
Population Served (approximate%): ___ Black ___ Hispanic ___ White ___ Other Age (approximate%): ___ 0-4 ___ 5-12 ___ 13-18 ___ 19-64 ___ 65+		

PROJECT EVALUATION

Number of individuals who will benefit from this project: _____	
What will be different, changed, preserved and/or improved because of this project?	
Amount requested: \$	Total Project Budget: \$
Project Start/End Dates:	

COMMUNITY FOUNDATION OF WEST TEXAS COMMUNITY GRANTS PROGRAM

HOW TO USE THE PROPOSAL SUMMARY FORM

Type in the boxes to fill out the form. Use your mouse or the <Tab> key to move from one field to the next.

Please fill out every blank section in the application. Most fields have a limit of characters. All information must fit within the space provided.

When you have completed the Proposal Summary Form, please print and submit along with other proposal packet materials listed below.

THE FOLLOWING *MUST* BE PROVIDED TO COMPLETE YOUR PROPOSAL

- Proposal Summary Form
- Proposal Narrative containing:
 - Description of the project and the need for it within the community
 - Full project budget including itemized use of requested funds
 - List of grants received/pending related to the project and plans for additional funding
 - Plans for project continuation (if applicable)
- Current annual operating budget (including both projected expenses and revenues)
- Current year-to-date financial statements
- Most recent year-end financial statements
- Copy of most recent IRS Filing (Form 990)
- Copy of most recent audit (if applicable)
- List of Board of Directors including employment affiliations, race and contact information

MAIL OR DELIVER YOUR PROPOSAL PACKET TO:

COMMUNITY FOUNDATION OF WEST TEXAS
6102 82nd STREET, SUITE 8B
LUBBOCK, TEXAS 79424

**NEED MORE INFORMATION? CONTACT DENISE OVIEDO AT COMMUNITY FOUNDATION OF WEST TEXAS
BY EMAIL AT denise@communityfoundationofwesttexas.org OR BY PHONE AT (806)762-8061**