



FISA FOUNDATION

Application Form for Letters of Inquiry or Grant Proposals

Note – Form is required only once per project. If you didn't submit an LOI, then attach this application to your grant proposal.

General Information

Organization Name: _____ Year Founded: _____

Application Date: _____ Affiliate organization: (if applicable) _____

Address: _____

City: _____ State: _____ Zip: _____ County: _____

Phone: (____) _____ Website: _____

Executive Director: _____ Email address: _____

Contact Person (if other than the executive director): _____

Contact Person's Title: _____ Email address: _____

Contact Person's Phone: _____

Current Operating Budget: _____ Tax ID: _____

Brief Description of Request

Project Name: _____

Type of Request:

- ___ New Project ___ New Program ___ General Operating Support
___ Ongoing Project ___ Ongoing Program ___ Capital Campaign
___ Equipment ___ Other (please explain) _____

Project Description: _____

Program/Project Director: _____ email: _____

Amount Requested: _____ Total Project Cost: _____

Geographic Area Served: _____

NOTE: FISA's grantmaking is limited to the following counties in southwestern Pennsylvania: Allegheny, Armstrong, Beaver, Butler, Fayette, Greene, Indiana, Lawrence, Washington, and Westmoreland

Inclusion of People with Disabilities

Are your building, workplace, program space, and service sites accessible for people with disabilities?

Yes No Partially (explain)

Have you adopted other accommodations (beyond physical access) to promote inclusion of people with disabilities? Please explain.

Do your diversity and non-discrimination statements include people with disabilities?

Yes No

Certification and Signature

I certify to the best of my knowledge that:

1. The tax-exempt status of this organization is still in effect,
2. This organization does not support or engage in any terrorist activity,
3. This organization is not classified as a Type III Supporting Organization, and
4. If a grant is awarded to this organization, the proceeds of that grant will not be distributed to or used to benefit any organization or individual supporting or engaged in terrorism or used for any other unlawful purpose.

Signature _____ Date _____

If you are submitting this form with a Letter of Inquiry (2-3 pages), no additional attachments are required

If you are submitting this form with a full proposal, please include:

- Cover letter, project narrative (6 pages max), project budget
- Most recent audited financial statements
- Board of Directors list. Include affiliations, race, gender, and disability status. *It is acceptable to include demographic percentages rather than identifying information about each board member.*
- Brief bio of the Executive Director including the person's race, gender, and disability status
- Brief bios of the key staff with oversight of proposed project/service
- Program budget with amounts requested from other funders to which proposal has been submitted
- Organizational budget (use condensed version, 1-2 pages max)

Please submit to info@fisafoundation.org

Questions? Contact Sue Clarke, sue@fisafoundation.org