FISA FOUNDATION

Application Form for Letters of Inquiry or Grant Proposals

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

Please complete all fields in this form. If a section does not apply, enter 'N/A'. Fields marked with checkboxes allow multiple selections. Ensure you save your completed form before submitting.

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:

- The tax-exempt status of this organization is still in effect,
- This organization does not support or engage in any terrorist activity,
- This organization is not classified as a Type III Supporting Organization, and
- 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 info@fisafoundation.org