**The Campbell Foundation Grant Proposal:**

**Short**

Sections within this application:

* Organization Profile
* Contact Profile
* General
* Project Overview
* Organization
* Organizational Funders – Previous Fiscal Year
* Organizational Funders – Current Fiscal Year
* Project Funders – Previous Fiscal Year
* Project Funders – Current Fiscal Year
* Financial Documents – Previous Fiscal Year
* Financial Documents – Current Fiscal Year
* Optional Attachments
* Roles
* Authorization

**Organization Profile**

Organization Name:

EIN:

Organization Description:

Year Founded:

Fiscal Year:

Phone:

Number of Employees:

Street:

City:

State:

Zip/Postal Code:

Phone:

Website:

**Contact Profile**

First Name:

Last Name:

Email:

Title:

Phone:

Mobile:

Street:

City:

State:

Zip/Postal Code:

**General**

We encourage you to be brief and succinct in all of the answers. If we require more detailed information, we will certainly reach out.

The examples are provided for guidance in answering questions. Successful proposals will demonstrate an understanding and interpretation of the terminology used.

To learn more about the terminology, download the Glossary of Terms and Criteria for Terms [here](https://campbellfoundation.box.com/shared/static/n9mtzkwj0cfi6owqc5l11rn67wz15x12.pdf).

**Organization Name**:

**Request Name**:

**Campbell Office Applying To**:

[select in drop-down: Chesapeake or Pacific]

**Request Type**:

[select in drop-down: General Support or Project Support]

**Please indicate if the project is fiscally sponsored:**

Fiscal sponsorship is an arrangement between a 501(c)(3) public charity and a project (that does not have that tax status) in which, typically, the charity receives and expends funds to advance the charitable work of the project while retaining discretion and control over the funds.

If this is a fiscally sponsored project, this proposal should be prepared under the Organization Name of the sponsor.

[slider – indicate Yes/No]

**Amount Requested**:

**Organization Budget**:

**Project Budget**:

Applying for a General Support Grant? No need to enter a Project Budget number.

**Percent of Board Contributing**:

What percentage of the board made a financial contribution to the organization in the previous fiscal year?

**Amount Board Contributions**:

Enter the total dollar amount that the Board contributed to the organization in the previous fiscal year.

**Project Overview**

We encourage you to be brief and succinct in all of the answers. If we require more detailed information, we will certainly reach out.

*Character limits include spaces, letters, numbers, punctuation, and visible and hidden HTML.*

* Project Description: 500 character limit
* Objectives: 2,500 character limit

**Project Description:**

Please provide a brief description of the project.

*Example: Organization X leads a network of diverse water leaders. The organization catalyzes innovative, equitable, and sustainable responses to water crises as the climate changes.*

*Need more examples? View existing grant descriptions listed on our* [*website*](https://www.campbellfoundation.org/grantee_search/?location-2=0&organization=0&description=&keywords=0&year-2=&amount_range=&l=%252Fgrantee_search%252F&grantee_search=1&simian_search=1&grantee_search_paged=1)*.*

**Objectives:**

*Definition: A formal statement detailing a desired outcome of a project in the next one to three years, such as reducing a critical threat. A good objective meets the criteria of being specific, measurable, achievable, results-oriented, and time-limited (SMART).*

What is this project trying to achieve in the next *one to three* years?

*Examples: X level of water quality; Z square miles of habitat protection; a bill is passed by voters; behavior change, such as people will eat less blue fin tuna; policy change, such as mountaintop removal mining will be banned*

**Organization**

**DEIJ:**

How is the organization addressing DEIJ internally?

*[5,000 character limit]*

**Source:**

How did the organization learn about this opportunity to apply for a grant at the Keith Campbell Foundation for the Environment?

**Organizational Funders – Previous Fiscal Year**

In the below list, please indicate the name of the funder, the type of funder, the amount, and whether it is to apply, applied for, in hand, or pledged. Please list the top 15 funders of $10k or more. This table should include all types of funders, not just Foundations. If a multi-year commitment, list only the amount for this year, and do not include future commitments.

**Please include funding from The Campbell Foundation in the below table.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Organizational Funder Name** | **Amount** | **Status** | **Type of Funder** | **Comments** |
|  |  | [select one]In handTo ApplyAppliedPledgedDeclined | [select one]FoundationGovernmentCorporateIndividualIn-KindOther |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Organizational Funders – Current Fiscal Year**

In the below list, please indicate the name of the funder, the type of funder, the amount, and whether it is to apply, applied for, in hand, or pledged.  Please list the top 15 funders of $10k or more. This table should include all types of funders, not just Foundations.  If a multi-year commitment, list only the amount for this year, and do not include future commitments.

**Please include funding from The Campbell Foundation in the below table.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Organizational Funder Name** | **Amount** | **Status** | **Type of Funder** | **Comments** |
|  |  | [select one]In handTo ApplyAppliedPledgedDeclined | [select one]FoundationGovernmentCorporateIndividualIn-KindOther |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Project Funders – Previous Fiscal Year**

**If this proposal is for a General Support Grant, leave this page blank.**

Please list the top 15 funders of $10k or more who are supporting this specific project. Do not include all restricted funding sources for the organization; please only include funders for this project.

Please indicate the name of the funder, the type of funder, the amount, and whether it is to apply, applied for, in hand, or pledged. This table should include all types of funders, not just Foundations. If a multi-year commitment, list only the amount for the year, and do not include future commitments.

**Please include funding from The Campbell Foundation in the below table.**

To add rows, please click on the blue +New button. You can also View or Edit rows by clicking on those links under Action.

If the Funders consists of 15 line items and an upload option is preferred, email techsupport@campbellfoundation.org for details on how to upload the data.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Funder Name** | **Amount** | **Status** | **Type of Funder** | **Comments** |
|  |  | [select one]In handTo ApplyAppliedPledgedDeclined | [select one]FoundationGovernmentCorporateIndividualIn-KindOther |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Project Funders – Current Fiscal Year**

**If this proposal is for a General Support Grant, leave this page blank.**

Please list the top 15 funders of $10k or more who are supporting this specific project. Do not include all restricted funding sources for the organization; please only include funders for this project.

Please indicate the name of the funder, the type of funder, the amount, and whether it is to apply, applied for, in hand, or pledged. This table should include all types of funders, not just Foundations. If a multi-year commitment, list only the amount for the year, and do not include future commitments.

**Please include funding from The Campbell Foundation in the below table.**

To add rows, please click on the blue +New button. You can also View or Edit rows by clicking on those links under Action.

If the Funders consists of 15 line items and an upload option is preferred, email techsupport@campbellfoundation.org for details on how to upload the data.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Project Funder Name** | **Amount** | **Status** | **Type of Funder** | **Comments** |
|  |  | [select one]In handTo ApplyAppliedPledgedDeclined | [select one]FoundationGovernmentCorporateIndividualIn-KindOther |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Financial Documents – Previous Fiscal Year**

*Budgets vs Actuals*

Each budget vs actual should include both revenue and expense. Submit documents in any format, but at a minimum, revenue should include a breakdown by funding type (in-kind, corporate, grants, etc.), and the expense should include salaries, benefits and taxes; professional services/contractors; travel, conferences, and meetings; operating and administrative expenses; occupancy.

**Organization Budget vs. Actuals**

For the previous fiscal year.

[Please upload attachment here]

**Project Budget vs Actuals**

Applying for a General Support Grant? No need to upload this file.

[Please upload attachment here]

**Financial Documents – Current Fiscal Year**

*Budget*

Each budget should include both revenue and expense. Submit documents in any format, but at a minimum, revenue should include a breakdown by funding type (in-kind, corporate, grants, etc.), and the expense should include salaries, benefits and taxes; professional services/contractors; travel, conferences, and meetings; operating and administrative expenses; occupancy.

**Organization Budget**

For the current fiscal year.

[Please upload attachment here]

**Project Budget:**

Applying for a General Support Grant? No need to upload this file.

[Please upload attachment here]

**Optional Attachments**

Additional documents may be optionally uploaded on this tab.

**Additional File 1**

Optional

[Please upload attachment here]

**Additional File 2**

Optional

[Please upload attachment here]

**Additional File 3**

Optional

[Please upload attachment here]

**Roles**

Please assign the following roles\* to people at your organization:

* Proposal - the person writing the proposal
* Project - the person leading the project or organization
* Check Recipient - the person who, if awarded, will be mailed the grant check

\*A single person may have multiple roles. **Please only assign one person per role.**

|  |  |  |
| --- | --- | --- |
| **Name** | **Email** | **Role** |
|  |  | Proposal |
|  |  | Project |
|  |  | Check Recipient |

**Authorization**

Once this and all other tabs have been completed, and the proposal is complete, click on the Review/Submit button.

**I certify that the information presented in this document and the attachments is complete, true and accurate.**

**Signature**

Name of authorized Board Member, Executive Director, or Staff:

**Title**

**Date**