

**Application for a Project Funding Grant in Spring 2024
from
The Garden Club of Palo Alto Charitable Trust**

A complete application is due no later than February 6, 2024, 12 noon

*Only an original, signed-by-sponsors, hard copy application is accepted for consideration.
A duplicate electronic application in .pdf format is required at the same time.
Additional pages and files may be added to complete an application.*

Mail or deliver completed, signed paper application to:

Mary Jo Levy, 2412 South Court, Palo Alto, CA 94301

Send electronic application to <mjlevy612@gmail.com>

Garden Club Sponsor Member #1	Phone	email
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Garden Club Sponsor Member #2	Phone	email
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Name & Address of Organization

Name of Executive Director/other	Title	Phone	email
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Person Responsible for the Project	Title	Phone	email
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Organization's Annual Budget	Endowment Fund/s Total
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Project Name	Project Budget	Amount Requested
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A.) Project Description (May include such additions as drawings, photographs):

B.) Project: New -or- Ongoing

C.) Names of Board Members

D.) Budget: List all detailed expenses for this project and indicate high priority items, should only partial funding be available.

E.) Itemize all funding sources and contributions for this project.

F.) Dates on which project is expected to commence and to be completed.

G.) Has your organization previously applied for funds from the GCPA? If yes, please list projects, years, and amount of grants.

H.) Describe how this project coincides with the Garden Club's mission.

I.) Who within your organization is responsible for maintaining and monitoring this project?

_____	_____	_____	_____
Name	Title	Phone	email

J.) Is there further pertinent information? (Please identify writer.)

K.) Attach a copy of the IRS determination letter indicating the organization's 501(c)(3) status.