

Virginia Business and Professional Women's Foundation^(SM)



Grant Application

The mission of the Virginia BPW Foundation is to Empower Workingwomen.

Our purpose is to carry on educational, literary, scientific, and charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Code), including, but not limited to the following more specific purposes:

- (1) to give scholarship funds to enable deserving individuals to acquire a baccalaureate degree;
- (2) to give financial support to individuals to study business conditions in a foreign country, with particular reference to the status of women in that particular country;
- (3) to further the improvement or development of the capabilities of individual business and professional women by means of lectures, seminars and other forms of instruction;
- (4) to conduct and/or support surveys and other research projects into current state and local problems of importance to the community and to business and professional women;
- (5) to sponsor meetings and conferences of those interested in the study of the role of women in business and the professions;
- (6) to prepare, publish, and make freely available to the public, addresses, reports, treatises and other literary works on the subjects and activities hereinabove enumerated;
- (7) to establish a library and research center, open to the public, devoted to the preservation, circulation and dissemination of research materials relating to the organization and growth of business and professional women's organizations, and other topics of interest to business and professional women;
- (8) to solicit and receive gifts from individuals and organizations and to expand the principal or income thereof or both in carrying out the purposes of the corporation, and to hold, operate, use, develop, lease, sell, assign or otherwise dispose of such real or personal property; and
- (9) to do all things alone or in conjunction with either persons, organizations or institutions proper or desirable for accomplishing the purposes of the corporation.

Virginia BPW Foundation^(SM) is interested in granting funds for speakers, workshops, and other opportunities that further the goals of the Foundation.

| |
|--|
| Please establish the opportunity, challenges, issue or need and the community/audience that your proposal addresses and explain how it fits our mission. |
|--|

Organization Name: _____

Contact Person: Name: _____

Address: _____

Phone: Work: _____

Home: _____

E-mail: _____

Title of Project: _____

Date(s) of Project: _____

Location of
Project: _____

Estimated Attendance: _____

Fee (if any): _____

Funds Requested: _____

Cost Share: _____

Total: _____

Brief Description of the Project (150 words or fewer).

Return to Virginia BPW Foundation, P.O. Box 4842, McLean, VA 22103-4842
Conditions of the VIRGINIA BPW Foundation^(SM) Grant

Please address each of the following in no more than 5 pages total.

What are the GOALS

1. Overall goal(s) regarding the situation described above.
2. Objectives or ways in which you will meet the goal(s).
3. Specific activities for which you are seeking funding.

Explain the STRATEGIES with Defined TIMELINES

1. Who will carry out those activities?
2. Time frame in which this will take place.
3. How the proposed activities will benefit the community in which they will occur, being as clear as you can about the impact you expect to have.

What will be the IMPLEMENTATION PROCESS

1. How will funds be spent?
2. Time frame in which this will take place.
3. Marketing plan.
4. Sponsorship opportunities.

Provide your BUDGET in full

1. Project the amount of time to implement the project and its fair value.
2. Distinguish among direct, indirect, match, in-kind costs and more.
3. Estimate the materials that will be used at various points of your project.

Are there any DOCUMENTED SUCCESSES for this type of program/event**What are the EXPECTED OUTCOMES AND BENCHMARKS?**

1. List at least 3 outcomes.
2. Describe your criteria for success.
3. What do you want to happen as a result of your activities?

Provide an EVALUATION report to Foundation that measures the event against the goals

1. How will you measure this project/event?
2. Who will be involved in evaluating the project/event?
4. What will you do with your evaluation results?

List all other SOURCES OF FINANCIAL SUPPORT

1. Provide a list of proposed partners who will help make it a stronger project.
2. Describe usage of funds from other sources.
3. List other sources of funds (in-kind, also) contracted and pending.