

Funding Application

Wrong order → see next Page

GENERAL INFORMATION

Organization Full Legal Name:

Reed Writing

Address:

2794 River Way

Phone:

(210) 273-5948

City:

Spring Branch

State:

Texas

Zip:

78070

Fax:

(888) 212-9999

Exec. Director/CEO:

Melissa K Reed

Signature: (Allowed types: .jpg or .jpeg or .png.)

Choose File No file chosen

Signature

Grant Requestor Name:

Melissa Reed

Grant Requestor Title:

Grant Writer

Phone:

(830) 438-3891

Fax:

E-Mail Address:

reedgrants112@gmail.com

Web URL:

www.reed.org

Tax ID Number of the Organization Applying:

74-228513

501(c)(3) Public Charity

☐ 509 (a)(1) ☐ 509 (a)(2) ☐ 509 A (3)

United Way Funded:

☐ Yes ☐ No

General Information

Organization

Legal Name: (as it appears on IRS Letter of Determination)

Federal Tax ID#:

501(c)(3) Charity Designation:

☐ 509(A)(1) ☐ 509(A)(2) ☐ 509(A)(3)

Address:

City:

State:

Zip Code:

Website:

Fax:

United Way Funded:

☐ Yes ☐ No

Head of Organization

Name:

Title:

Signature:

Email Address:

Phone:

Application Contact

Name:

Title:

Email Address:

Phone:

Previous Najim Funding

Year

2017

Funding \$

\$

+ ADD NEW FUNDING YEAR

Has the organization applied to the Najim Family Foundation in the past and been declined?

☐ Yes ☒ No

IF No, Make sure you only need a year not full date

→ Budget

Grant Amount Requested \$:

\$

Total Project Cost \$:

\$

Organization's annual budget \$:

\$

(for the current year)

Mission Statement:

Organization's Mission: (max 30 words)

Max: 30 words

* If it needs to be a dropdown that is from current back to 2007 that is fine

A ← make a Capital "A"

PROJECT INFORMATION

Program/Project Title:

Project Title:

Harvey E. Najim Family Foundation Priorities :

☐ Child Abuse & Child Neglect ☐ Food, Shelter and Clothing ☐ Disabilities/Special Needs ☐ Medical Needs ☐ Education

Program/Project Description :

Project Description: (max 900 words)

To support... *Allow the applicant to click enter to start a new paragraph.

Max. 900 words

~~(Copy and paste the "To Support" sentence from invitation email received from NFF)~~

(Describe in detail the project the funds are being request for - may include goals, issues, or needs the project will address, individuals impacted, expected results). ~~This section will expand and if additional space is required, organization may add more to the 1 additional sheet~~

Evaluation Plan: (max 150 words)

*Allow the applicant to click enter to start a new paragraph.

Max. 150 words

Plans to sustain project beyond the term of this request: (max 150 words)

* Allow the applicant to click enter to start a new paragraph

Max. 150 words

Children Impacted:

How many unduplicated children will the TOTAL PROJECT INITIATIVE impact?

verify no \$

How many unduplicated children will NFF REQUESTED FUNDS impact?

verify no \$

Population Served:

Please provide the percentage of each group below that will be served by the project in which funds are being requested. Do not leave any area blank. If that specific group will not be served, include zero or N/A. The percentage should total 100%.

(Example: If more than one group is affected, divide the percentage appropriately among those affected or in some instances the project may only affect one group, therefore the entire percentage will be applied to that group.)

A. Population Served Age:

Infants (0-5) %
Children (6-13) %
Young Adults (14-18) %
TOTAL: *Must total 100% 0 %

B. Population Served Ethnicity:

African American %
Asian American %
Caucasian %
Hispanic/Latino %
Native American %
Other and Define: %
TOTAL: *Must total 100% 0 %

C. City Council District for Which Children are Being Served:

☐ District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☐ District 6 ☐ District 7 ☐ District 8 ☐ District 9 ☐ District 10

Line Item Budget: [See Example](#)

Line Item Description

Total Project Funds Allocation

Najim Funds Allocation

	\$		\$	
TOTAL	\$		\$	

(this number must match your Total Project Budget above)

(this number must match grant requested amount above)

The Applicant must be able to add line-items where there will be an amount in the "Total Project Funds Allocation" but there may be \$0.00 for "Najim Funds Allocation" - Please Allow zeros for this column

OTHER FUNDING RESOURCES

For Project being Requested: Funding sources and amounts, pending and committed: ~~Insert as table and total each Pending & Committed columns.~~

REQUIRED: (This section must include the names & dollar amounts of other funding sources & foundations, pending and committed for this specific project. Application will be declined if the name and dollar amount is not included.) Rows can be add to table below (if needed).

→ *could we add a button that says that there are "No Funding Sources to List"

PROJECT - PENDING

Funder Name	Amount Requested
	\$
TOTAL PENDING	\$

PROJECT - COMMITTED

Funder Name	Amount Committed
	\$
TOTAL PENDING	\$

Committed

★ Other funding sources and amounts, pending and committed not specific to this request: ~~Insert as table and total each Pending & Committed columns.~~

REQUIRED: (This section must include the names & dollar amounts of other funding sources & foundations, pending and committed. Application will be declined if the name and dollar amount is not included.) Rows can be add to table below (if needed).

ALL OTHER ORGANIZATION REQUESTS - PENDING

Funder Name	Amount Requested
	\$
TOTAL PENDING	\$

REQUESTS

→ Add space before & after "-"

ALL OTHER ORGANIZATION REQUESTS - COMMITTED

Funder Name	Amount Committed
	\$
TOTAL PENDING	\$

REQUESTS

→ add space before & after "-"

Committed

Melissa B. said that she was able to submit application without filling in any info. Since the organization may not have any to list could we add the button so that we know they do not intend on listing them. (otherwise we assume its an error)

BOARD OF DIRECTORS

What percentage of your board contributes financially to the organization?

 %

How are board members expected to participate in your organization? (max 150 words)

* Allow the applicant to click enter to begin a new paragraph.

Max. 150 words

(financially and other roles)

* this looks weird down here

List of Board Directors

☺ add example → * I will send you one ASAP

Name

Corporate Affiliation

ATTACHMENTS

Annual Budget (only pdf)

No file chosen

(1 page)

Last 12 Month Consolidated Income Statement (only pdf)

[See Example](#)

No file chosen

(2 pages) *It is okay to use the last fiscal year. *If not available, submit the last FY Income Statement.

Current Balance Sheet (only pdf)

[See Example](#)

No file chosen

(2 pages) - Must list all current assets (cash etc.) and all current liabilities otherwise application will be declined.

Previous Funding Evaluation Report (only pdf)

* Should Not be Required

No file chosen

(Contact your grant manager for document.)

SAVE 

SUBMIT →

2018 Funding Schedule

Current Status

Your Application is in review.

Application in Review

Uploaded Documents

PROJECT ~~NAME~~ *Title*

To support the reading program for children with disabilities.

~~PROJECT DESCRIPTION (PLEASE START STATEMENT WITH "IN SUPPORT OF...")~~

~~This project will help children with disabilities and their families.~~

Remove

ANNUAL BUDGET

 annual_budget_8529_20180208_154759.pdf

Add Application Pdf

CURRENT BALANCE SHEET

 current_balance_sheet_8529_20180208_154759.pdf

LAST 12 MONTHS CONSOLIDATED INCOME STATEMENT

 last_12_months_consolidated_income_statement_8529_20180208_154759.pdf

PREVIOUS FUNDING EVALUATION REPORT

 previous_funding_evaluation_report_8529_20180208_154759.pdf

Funding Request

REQUEST AMOUNT

\$50,000

SEARCH FOR APPLICANTS

FUNDING SCHEDULE

Search for applicants

ORGANIZATION NAME

CONTACT

STATUS

FUNDING CYCLE

Select


2018 April Cycle

SEARCH

CLEAR

APPLICANTS LIST 2 TOTAL APPLICANTS

EXPORT TO EXCEL SHEET

Organization Name	Requested Amount	Purpose	Awarded Amount	Application	Attachments	Children Program Impacts	Children NFF Funds Impacts	Status	Site Visit
 Reed Writing	\$50,000	This project will help children with disabilities and their families.	\$0	 Application		\$100	\$25	 Application in Review	 
 Ryan Kelly Co. Org	\$20,000	the playground we need for kids in the backyard	\$0	 Application		\$4	\$4	 Application in Review	 
Totals:\$70,000			\$0			\$104	\$29		

we need to be able to enter this during the Board Meeting

↑ These should not be \$