



ROYALS CHARITIES

GRANT APPLICATION FORM

This application form is to be used by all organizations applying for a Royals Charities grant.

GRANT APPLICATION

Please include only information that creates a better understanding of the project and how it relates to the Royals Charities Fund Areas of Focus.

ROYALS CHARITIES FUND CATEGORY

Please check one. (If your organization serves more than one area, please mark the emphasis of the project/program for which funding is requesting.)

- Children
- Education
- Neighborhoods
- Other _____

APPLICATION ATTACHMENTS

Please include:

- 501(c)3 Federal tax exempt letter (if applicable)
- Organizational operating budget for current and 2 previous years
- Project budget for request
- Previous year's financial statements (preferably audited)
- List of Board of Directors, including primary business/ professional affiliation

Please submit one completed grant application.

Mail Grant Application To:

**ROYALS CHARITIES
PO BOX 419969
KANSAS CITY, MO 64141-6969**



**ROYALS CHARITIES
GRANT APPLICATION FORM**

Date of Submission: _____

Organization: _____

Address: _____

City: _____ State: _____ ZIP: _____

Contact: _____ Title: _____

Phone: _____ Fax: _____

E-Mail: _____ Web Site: _____

Federal Tax I.D. Number: _____

Are you a 501(c)(3): Yes No

Have you applied for a grant with Royals Charities before?

If yes, list the years received and grant amounts.

Year: _____ \$ _____ Year: _____ \$ _____

Year: _____ \$ _____ Year: _____ \$ _____

Requested Amount: \$ _____

FINANCIAL SUMMARY

Please complete the amount and percentage of your budget spent on the following expense and revenue categories.

REVENUES

	Amount	Percentage of Total
United Way:	\$ _____	_____ %

State/ Federal Government:	\$ _____	_____ %
Income from services/ programs	\$ _____	_____ %
Other: _____	\$ _____	_____ %
Total Fiscal Year	\$ _____	

EXPENSES

	Amount	Percentage of Total
Programming:	\$ _____	_____ %
Administration/ Fundraising:	\$ _____	_____ %
Other: _____	\$ _____	_____ %
Other: _____	\$ _____	_____ %
Total Fiscal Year	\$ _____	
 Fund Balance	 \$ _____	
	_____ % Restricted	_____ % Unrestricted

Projected Funding Sources in upcoming year (list):

Grant Source	Amount	Confirmed? (Yes/No)
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____

ORGANIZATION PURPOSE

Briefly describe your organization including: mission of organization, need, concern or issue your organization works to address, population served by organization, and brief description of current projects. (Please limit to one page or less)

PROJECT/PROGRAM DETAILS

Describe the project for which you seek funding support including: objectives of the project, population you plan to serve and how they will benefit, strategies used to implement the project, and duration of the project. (Please limit to one page or less)

AFFIRMATION STATEMENT

By signing the application form, the applicant hereby assures and certifies that it will comply with all terms, regulations, policies and guidelines as stated in the grant application. The Applicant also certifies:

- It possesses legal authority to apply for the grant, that a resolution and/ or motion of similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application. The organization has directed and authorized the person identified as the official representative of the applicant to act in connection with the application, and to provide such additional information as may be required.
- It will comply with all national, state, and provincial mandates which prohibit discrimination on the basis of race, color, national origin, age, gender or disability.
- The information provided is accurate and that any grant funds received will be used according to the stated purpose.
- The grantee must provide Royals Charities with immediate notification of any change in its tax-exempt status as soon as it occurs.
- The grantee acknowledges that the grant will not be used for any organization or individual other than the grantee without approval, in writing, by Royals Charities.
- The Applicant Organization will provide Royals Charities with progress reports documentation of how the funds were utilized.
- The Applicant Organization will return all unused funds to Royals Charities, unless other arrangements are made and approved, in writing, by Royals Charities.

- The use of the names, logos or trademarks of Royals Charities, the Kansas City Royals, Major League Baseball, or any of their affiliated entities in the titles of programs or other grant-related activities or materials is expressly prohibited without prior written approval from Royals Charities.
- Grantees are encouraged to acknowledge the support of Royals Charities and to include the name of Royals Charities in a manner approved in advance in writing, on any printed and visual materials produced as a result of the grant.

Applicant's Signature: _____

Printed Name: _____ Date: _____

Title: _____ Phone Number: _____

Executive Director's Signature: _____

Printed Name: _____ Date: _____