

**GILBERT SPIRIT FUND  
OF THE FIRST UNITARIAN CHURCH**

220 WINTON ROAD SOUTH  
ROCHESTER, NY 14610-2998  
(585) 271-9070

**GRANT APPLICATION**  
**Annual Deadline is February 1st**

1. Name, address, and phone number of applicant organization:
2. Name, address, phone number, and e-mail address of organization contact:

**ORGANIZATION INFORMATION**

- A. History of organization:
- B. Mission statement:
- C. Brief description of current programs and activities:
- D. Number of paid staff:
- E. Number of volunteers:
- F. Is your organization non-partisan? Yes\_\_\_ No\_\_\_
- G. Is your organization not-for-profit? Yes\_\_\_ No\_\_\_
- H. Does your organization have a 501(c)(3) approval letter? Yes\_\_\_ No\_\_\_ (please attach)

**SPECIFIC REQUEST**

1. Amount requested: \$ \_\_\_\_\_
2. Total budget for the program/project: \$ \_\_\_\_\_ (please attach detailed budget and justification - note that the Gilbert Spirit Fund is not intended to be used for ongoing administrative expenses of the requesting agency)
3. Description of the planned program/project:
  
  
  
  
  
  
  
  
  
  
4. Is the planned program/project a new program/project or a continuation of an existing program/project? New\_\_\_ Continuation\_\_\_

5. The planned program/project will (check all that apply):
  - a. contribute to social or economic justice \_\_\_\_\_
  - b. promote art and music as integral parts of a responsible search for meaning in life \_\_\_\_\_
  - c. build or revitalize partnerships that support the goal of world community with peace, liberty, and justice for all \_\_\_\_\_
6. Describe how the goals of the program/project will fulfill the criteria of the Gilbert Spirit Fund as indicated in #6 above. (Please be as specific with your goals as possible.)
7. Indicate how success for the program/project will be defined and measured.
8. Describe how the program/project will involve the interest and support of congregants of First Unitarian Church:
9. What is the timetable for implementation?
10. Identify current and projected sources of funding: (Star those that are already committed):
11. Is your project too daring for other funding sources to support; that is, have you previously requested funds from another source for this project and been denied? (If yes, please explain)

Signature of Executive Director/President: \_\_\_\_\_

Name (please print): \_\_\_\_\_

**IMPORTANT: Applications received after February 1<sup>st</sup> will NOT be considered.**

Please submit the following materials with the application:

- (1) The completed and signed grant application form
- (2) A budget for the organization for the current year
- (3) A budget for the proposed program/project for which funding is sought
- (4) The organization's financial statement for the preceding year
- (5) The organization's latest annual report, if one is available
- (6) A copy of the organization's 501(c)(3) approval letter

Deliver or send these materials to:

Gilbert Spirit Fund Awards Panel  
 First Unitarian Church  
 220 Winton Road South  
 Rochester, NY 14610-2998

You may also email the documents as attachments to: [janetuttle@bluefrog.com](mailto:janetuttle@bluefrog.com)

For more information, contact the Gilbert Spirit Fund Awards Panel co-chairperson:  
 Jane Tuttle Phone: 585-771-0130 E-mail: [janetuttle@bluefrog.com](mailto:janetuttle@bluefrog.com)