



Mukti for Social Development
(Non-Profit Public Benefit Corporation)
519 Bellevue Street, Santa Cruz, CA 95060, USA
www.muktiforsocialdevelopment.org

Grant Application

The organization requesting grant may apply either through mail or email. All parts of the application must be completed to be considered for grant.

Submission of an application does not guarantee approval of grant by Mukti for Social Development. Mukti for Social Development will review the application and notify the applicant of its decision in around 2-3 weeks from the date of submission of the application.

Denial of application by Mukti for Social Development does not reflect upon the quality of the program, but reflects the constraints on the funds that are at the disposal of Mukti for Social Development.

PART I: Identification of Applicant and Project

- 1. Full name of organization :**
- 2. Mailing address :**
- 3. Phone number *(optional)* :**
- 4. Fax number *(optional)* :**
- 5. Website *(optional)* :**
- 6. Email *(optional)* :**
- 7. Primary contact *(officer, director, trustee, or authorized representative)* :**
 - a. Name:**
 - b. Position:**
 - c. Mailing address:**
 - d. Phone number:**
 - e. Email:**
- 8. Name of Project:**
- 9. Description of Project:**
- 10. Place/location of Project:**
- 11. Amount of grant requested *(in USD)* :**

PART II: Organizational Information

- 1. Brief history of the organization.**
- 2. Mission, goals and objectives of the organization.**
- 3. Brief summary of past and current projects** *(last 2 years with latest first, also please provide all relevant supporting materials such as photographs, newsletters, articles, videos etc.)*
- 4. Does the organization have any political affiliations or support any political efforts?** *(If yes, please describe the type of affiliation and the reason for it)*
- 5. Does the organization have any religious affiliations?** *(If yes, please describe the type of affiliation and the reason for it)*
- 6. Does the organization serve people regardless of caste, creed, race, religious affiliation, or gender?** *(If no, please explain)*
- 7. Briefly describe internal financial/accounting controls of the organization.**

Part III: Details of purposed project

- 1. Briefly describe how the grant will be used. Please also include the following information**
 - a. Period the grant will cover (in months) :**
 - b. Number of people served by the grant :**
 - c. Overall goals for the organization during the funding period:**
- 2. Provide a detailed account of how the organization expects to spend the grant money.**
- 3. Describe the objectives or ways in which the aforementioned goals will be met.**
- 4. Describe the benefit of the proposed activities and the impact the organization expects to have.**
- 5. If this is a continuing project/program, briefly describe its accomplishments so far. Attach relevant supporting documents.**
- 6. What are the organization's long-term funding strategies?**
- 7. How will the project/program be supported after the termination of the grant?**
- 8. If this project/program is a collaborative effort, briefly describe the partners. Provide a brief description of their history and accomplishments.**
- 9. How do you plan to measure the effectiveness of the proposed activities? Who will carry out these activities? Who will be involved in evaluating this work? What are the qualifications of the key individuals involved?**
- 10. Please provide at least two references from the beneficiaries of the projects that the organization had been involved with earlier.**

Note: Interim and final evaluation and quarterly expenditure reports will be required for every grant awarded.

Part IV: Financial Information

- 1. List the major sources of funds the organization has received for this particular project/program. Include funding sources to-date, and funding sources pending. Indicate the amounts requested and status of your proposal with each one.**

- 2. Include organization's current annual operating budget. Indicate both revenues and projected expenses.**

- 3. Please provide details of the projected budget for the upcoming year.**

- 4. Please include most recent audited financial statement from the most recently completed year, showing actual expenses. If audited financial statements are not available, include an unaudited financial statement.**

- 5. List any assets that the organization owns such as land, buildings and equipment.**

- 6. Provide salary expenditure details for employees of the organization**

Part IV: Organization Structure and Administration

- 1. Provide a list of board of directors and officers, along with their address and employment information.**

- 2. How is the board selected, who selects them and how often? Please include bylaws if necessary.**

- 3. Provide information about annual compensation of board members and officers.**

- 4. Describe how the organization uses volunteers.**

- 5. Describe the organization's structure (include an organizational chart if available). Also describe the decision making structure.**

Part VI: Other

1. Provide contact information for the person responsible for the periodic reports required by Mukti for Social Development.

Name	
Address	
Phone	
Email	

2. Please list any acronyms or other names used to identify the organization

3. Does the organization provide or propose to provide funding, services or material support to any other organization? *(If yes, please provide details and the description of the other organization and the project that is being or to be funded)*

4. For USA based organizations

- a. If the organization is registered as a charitable organization in USA, please provide following details

- i. Are you a Corporation/ Limited Liability Company (LLC)/ unincorporated association / Trust:

- ii. Have you adopted bylaws? : YES NO

- iii. Employer Identification Number (EIN) :

- b. Are you an tax exempt organization under Section 501(c) (3) of US Internal Revenue Service: YES NO

5. For India based organizations

- a. If the organization is registered as a charitable organization in India, please provide the registration number and proof of registration.
- b. Does the organization have FCRA? If no, do you plan to apply for FCRA? If an FCRA application has been submitted, what is its current status?

Part VII: Feedback

1. How did you hear about Mukti for Social Development?
2. Please provide feedback / suggestions about Mukti for Social Development's website (www.muktiforsocialdevelopment.org) please provide feedback on how we can improve our website.

Part 7: Signature

I declare under the penalties of perjury that I am authorized to sign this application on behalf of the above organization and that I have examined this application, including the accompanying attachments, and to the best of my knowledge it is true, correct, and complete. I further attest that the funds requested will only be used for the purposes stated in this document and will not be used for any other activities that are punishable under US or Indian law.

Authorized Officer Signature:

Authorized Officer Name and Title:

Date (mm/dd/yyyy):

Document Preparer Name:

Document Preparer Title: