



"Binky" www.judithwolfe.com ©2004

T H E
B I N K Y
F O U N D A T I O N

P.O. Box 2807, New York, NY 10163

F I R S T S T E P S
G R A N T A P P L I C A T I O N

(For requests of less than \$2,500)

No effort is too small or insignificant to be considered. We realize that frequently the smallest efforts, properly focused, can become the seeds from which substantial efforts are developed and nurtured.

Applicant: _____ **Date:** _____

Project Name/Description: _____

Amount Requested: _____ **Time Frame:** _____

Please complete the following information to the best of your ability. Submit the completed grant application either by regular mail to The Binky Foundation at P.O. Box 2807, New York, NY 10163, or by e-mail to info@binkyfoundation.org.

If you have any questions about the application process please write The Binky Foundation at the address above or e-mail us at info@binkyfoundation.org.

I. ORGANIZATIONAL & CONTACT INFORMATION: Information on the requesting individual or organization including name and contact information (mailing address, phone, e-mail, fax, etc.).

II. FIRST STEPS NARRATIVE: Explain the purpose of your request along with a brief explanation of your goals, objectives and intended outcomes. (Please no more than two pages.) Make sure to include the following information:

1. Background on issue or need to be addressed
2. Intended use for the requested funds
3. Target audience

III. BUDGET: Show time-line and budget for this project. Itemize where money will be spent, by when, and show any additional funding sources. Requests of \$2,500 or over will not be considered for the "First Steps" grant program. (See "Forward Steps" Grant Program for these requests.)

IV. ATTACHMENTS: Please include copies of the following along with your application, if applicable:

1. IRS letter of determination or Social Security number for an individual applicant
2. Supporting documents, including letters of support, newspaper, magazine articles, etc.

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V. AGREEMENT: By signing and submitting this application to the Binky Foundation, you agree that any funds that may be granted to you by the Foundation will be used exclusively for the purposes set forth in the application or as agreed in writing by the Foundation, and that the Foundation has no obligation to provide any further support beyond the amount approved. You also agree that, if requested by the Foundation, you will provide an interim or final report supporting the use of the funds.

VI. SIGNATURE:

Authorization Signature: _____ **Date:** _____

Must be signed by head of project or chief executive officer.

Name (printed): _____ **Title** _____

Phone number: _____ **E-mail:** _____