



Grant Application

We would like to thank you for applying for the Washington Federal Foundation Grant! Please complete the following information and return it with the requested supporting documents. Electronic submissions are preferred and can be sent to Kristi Ellefson at kristi.ellefson@wafd.com.

To submit a hard copy, please mail completed packet to:

Grant Administrator

Washington Federal Foundation

425 Pike Street

Seattle, WA 98101

Organization Information

Name of Organization: _____

Mailing Address: _____

Street Address: _____

(if different than mailing address)

Organization EIN: _____ **Organization Website:** _____

Contact Name: _____

Title: _____

Phone: _____ **Fax:** _____

Email Address: _____

Please provide a brief description of the purpose, size, history, and mission of your organization.

Attach additional pages, if necessary

Does organization serve households/individuals with incomes at or below 80% AMI ? YES/NO

If yes, what percentage of those served fall at or below 80% of the area median income? [___%]

Grant Request

Amount requested: \$ _____

Total project budget: \$ _____

Please attach detail sheet

Please provide a brief description of the project for which you are requesting funds.

Attach additional pages, if necessary

Proposed Project Start Date: _____ **Proposed Completion Date:** _____

Application Checklist

For your grant request to be considered, the following supporting information and documents must be attached to your grant application (If any of the above documents are unavailable or inapplicable, please note the reason on the Grant Application).

- A copy of the IRS letter documenting the 501(c)(3) status of your organization.
- The mission statement of your organization.
- A list of your board of directors with their affiliations
- A complete budget for the project for which you are requesting funding
- The current annual operating budget for your organization
- Audited financial statements of the most recent fiscal year end.
- Your most recent annual report.
- A copy of your most recently filed Form 990.
- *Optional additive to application: If you have an affiliation with WaFd Bank (i.e., volunteers who work at WaFd Bank that are members of your Board of Directors, or other connection points) please include that information in narrative, and we encourage you to request a letter of support that can be sent to Kristi Ellefson (kristi.ellefson@wafd.com) to compliment your application.*

Approval of Chief Executive Officer

The organization named above will act as the responsible fiscal agent for any funds that might be received and will comply with applicable tax laws, regulations, and The Washington Federal Foundation's policies as they may change from time to time. We understand that Washington Federal Foundation requires periodic program and financial expenditure reports from grant recipients and may request the opportunity to visit your programs for the purpose of project evaluation. You agree to cooperate in any project evaluations that may take place.

Signature of the Chief Executive Officer

Date

Name of Chief Executive Officer

Date