OUTREACH GLOBAL GROUP – STOP COVID-19 IN OUR COMMUNITY PROJECT FUNDING APPLICATION COHORT IV – YEAR 2023

Outreach Global Group – Stop COVID-19 in Our Community Project Funding Application Proposal Cover Sheet	
Agency/Organization Name:	
Project Title:	
Address:	
Contact Person:	
Telephone(s):	
Email:	
Website:	
Project Focus:	
Project Goal(s):	
Project Outreach:	
Project Staff:	
Project Duration:	
Total Amount Requested:	
Other:	

Table of Contents

Summary

Section 1: Program Component

I. Project Overview

A. Description of the City/ Town and Focus Community

B. Problem Statement

C. Description of the Target Population, Needs, and Challenges

D. Proposed Solution to the Problem

E. Organizational Capacity

1. Organization Goals

2. Organization Activities and Experiences

II. Project Goals – Objectives – Activities

Table 1: Project Goals-Objectives-Activities Nexus

III. Implementation – Timeline Plan

Table 2: Implementation -Timeline Plan

Section 2: Budget Component

I. Budget

II. Budget Justification

Summary: Note: *In 150 words or less using font size 12 and Times New Roman, provide a summary description of the proposed project in the space below.*

Section 1: Program Component

I. Project Overview

A. Description of the City/Town and Focus Community

Note: *In 600 words or less using font size 12 and Times New Roman, describe the environment or location of the project by referencing the city/town and focus community within the area. Provide, for example, demographics, including population size, racial/ ethnic composition, and income levels. Are there socioeconomic inequalities?*

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B. Problem Statement

Note: *In 600 words or less using font size 12 and Times New Roman, describe the problem that your project seeks to reduce or solve in the space below. What is the problem that you seek to solve? What are the signs that there is a problem? What has been the impact of the problem*?

C. Description of the Target Population, Needs, and Challenges

Note: *In 600 words or less using font size 12 and Times New Roman, describe the focus population in your project in the space below. Who will be the beneficiaries in your project*? *What are their needs? How are they underserved*?

D. Proposed Solution to the Problem

Note: *In 600 words or less using font size 12 and Times New Roman, as a solution, describe how your project will reduce or end the problem. What changes will your project make? How do you anticipate the lives of people or the community will change*?

E. Organizational Capacity

Note: *In 600 words or less using font size 12 and Times New Roman, describe why you are confident that your organization will implement the proposed project and reach its goals and objectives. What have been some of your organization's past projects, activities, and experiences? Were these projects successful and why? Have you received funding in the past? If so, what were the amounts of the funding awards? Describe your board and staff. What things will you put in place to strengthen the likelihood of project success if funded by OGG-SCOC*?

II. Project Goals - Objectives - Activities

Note: Using font size 9 or 10 and Times New Roman, list the project's goals and each goal's relevant measurable objectives. List major activities in the project.

Table 1: Project Goals-Objectives-Activities Nexus		
Goals **- Column 1-**	**Objectives (Measurable)** **-Column 2-**	**Activities** **-Column 3-**
Goal 1:	Objective 1:	
	Objective 2:	
	Objective 3:	
Goal 2:	Objective 1:	
	Objective 2:	
	Objective 3:	
Goal 3:	Objective 1:	
	Objective 2:	
	Objective 3:	

III. Implementation and Timeline Plan

Note: In Table 2: Implementation and Timeline, list the activities that will occur to reach each goal listed in Table 1. Use font size 8 or 9 – Times New Roman.

Table 2: Implementation - Timeline Plan

	Activities By Months and Events									
	Month 1:		***Month 2:***		***Month 3:***		***Month 4:***		***Month 5:***	
	Date	**Event/Activity**	**Date**	**Event/ Activity**	**Date**	**Event/Activity**	**Date**	**Event/ Activity**	**Date**	**Event/Activity**
Activities Related To: ***Project Start-Up***										
Goal 1:										
Goal 2:										

Table 2: Implementation - Timeline Plan

	Activities By Months and Events									
	Month 1:		***Month 2:***		***Month 3:***		***Month 4:***		***Month 5:***	
	Date	**Event/Activity**	**Date**	**Event/ Activity**	**Date**	**Event/Activity**	**Date**	**Event/ Activity**	**Date**	**Event/Activity**
Goal 3:										

Section II: Budget and Budget Justification

A. Budget

Note:

- Please refer to this spreadsheet to obtain the budget template: https://docs.google.com/spreadsheets/d/12MIWiXvKfN8Mgcbn-w0EfPsp0kWb1CTI/edit?usp=sharing&ouid=104827339142782644498&rtpof=true&sd=true)
- Download the spreadsheet onto your computer;
- OR use the attached Excel document, which contains the budget template;
- Complete the budget and justification;
- Save the completed version on your computer; and
- Submit the completed budget and budget justification along with the completed Section 1: Program Narrative

B. Budget Justification

Note:

- A space is provided in the budget for a small/ brief justification of each line item as needed.
- If you have lengthy justifications, see below for B. Budget Justification. Insert there.
- Explain why you selected the proposed staff and each staff person's role and salary;
- Explain relevant costs listed in the budget;
- Remember to save the completed version on your computer; and
- Remember to submit the completed Section II: Budget and Budget Justification along with the completed Section I. Program Narrative.