



unique
Dental Group

Grant Application Cover Sheet

Date of Application:

Legal Name of Organization (as determined on IRS form 990):

Year Founded:

Current Operating Budget:

Executive Director:

Phone Number:

Contact Person:

Phone Number:

Address:

City/State/Zip Code:

Fax Number:

Email:

Web-site:

List any previous support from Unique Dental Group, Inc.

Project Name:

Amount Requested:

Total Project Cost:

Geographic Area Served:

Diverse Population Served:

Board of Directors, Chair (Print)

Signature

Executive Director (Print)

Signature

Date: _____

Organization Information

1. Brief description of your organization and number of employees/volunteers
2. Discuss organization involvement in the project
3. Name of project manager, and potential collaborators
4. Estimation of project cost, and the amount you are requesting in your proposal

Proposal Summary (1 page)

The proposal summary is to provide a brief overview of the project or research

Application Format

Please provide the following information in the order indicated.

A. Narrative

1. Executive Summary

- a. Explain the need for your project, outcomes you hope to achieve, and influence it will have to change our society in a positive direction.

2. Grant Structure

- b. Description of target population, and the benefits achieved because of your project.
- c. Description of project goals, measurable objectives, action plans, and statements as to the duration of the project, if on-going or a one-time study.
- d. Timetable for implementation.
- e. Who are the other collaborators in the project and their roles?
- f. Discuss similar existing projects, if any, and what makes your project design innovative.
- g. Describe the qualifications of key staff, and volunteers. Describe training programs for the project.
- h. Describe how you will know you have achieved your objectives in terms of lives being changed.
- i. Describe your format for data collection.
- j. Describe your contingency plan if key staff are unable to complete the project.

3. Evaluation

- k. Describe your evaluation plan, and how project results will be used and/or disseminated.

4. Budget

- I. Budget outline of project.
- m. Person responsible for financial accountability.

B. Attachments

- 1. A copy of the current IRS determination letter indicating 501(c)(3) tax-exempt status
- 2. A list of the Board of Directors and affiliations.
- 3. Finances
 - m. Operating budget including expense and revenue
 - n. Most recent annual financial statement (independently audited; if not available attach form 990.
- 4. Letters of support for the project
- 5. Annual report