**Seward Neighborhood Group**

**Seward Small Grant Program**

**Application Form**

Please send your completed application form to [admin@sng.org](mailto:admin@sng.org) no later than:

**5:00pm on Wednesday, May 1, 2024**.

If you have any questions about the application process, need assistance in preparing an application, or would like to consult with SNG staff as you develop your proposal, please send an email with your contact information to [admin@sng.org](mailto:admin@sng.org) to set up an appointment.

**Primary Contact(s).** For each primary contact, please list name, affiliation with SNG or the Seward neighborhood (e.g. Seward resident, SNG board member, SNG staff member, and Contact Information (address, phone number, email address):

*Example:*

*Johanna Doe, Seward resident*

*2222 East 22nd Street*

*222-222-2222*

*johannadoe2222@mymail.com*

**Project Description.** *Please include a description of the proposed project.*

**Proposed Work Plan.** *Please outline a work plan for the project, including tasks, who will complete those tasks, and estimated timeline.*

**Project Budget.** *Please include a TOTAL proposed budget for the project, listing all identified sources and uses of funds. In your budget, include the amount requested from the Seward Small Grant Program (maximum of $5,000). Seward Small Grant Funds can be the only source of funds for your project or may be combined with other sources of funds.*

*For projects with a TOTAL budget greater than $5,000, a fiscal sponsor may be required to receive this Seward Small Grant Funds grant.*