

General Grant Application (Requests over \$500)

Raibrook Foundation

C. PROJECT NAME

Character Limit: 100

Follow Up Questions:

1. WHAT IS THE STATUS OF YOUR PROJECT/ACTIVITY?*

Select one

Choices

Still fundraising

Obtaining Bids

Items Ordered

Project in Process

Project is Complete

Other (Please Explain Below)

Grant status explanation (if needed)

Character Limit: 200

2. HOW SOON WILL YOU SPEND YOUR COMMITTED FUNDS/ALLOCATED FUNDS AND OUR GRANT AWARD?*

Remember:

Your project / activity does not have to be completed to close your grant.

Grant closure is based on the full use of your allocated funds and the Raibrook grant award on project budget items—not project completion.

Select one

Choices

All Funds Spent (ready to close)

1- 3 Months

4 - 6 Months

Over 6 Months (please explain below)

If over 6 months, please explain:

Character Limit: 200

3. HAS YOUR PROJECT BUDGET CHANGED SINCE YOUR APPLICATION WAS SUBMITTED?*

(Your project expenses are found on the Project Budget - Yellow Box.)

Select one

Choices

Not Applicable

Yes (Explain Below)

If yes, explain project budget changes below:

Character Limit: 200

Ready to Close the Grant? Take these steps:

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1. Gather all paid vendor receipts with dates ordered and dates of service indicated clearly.
 2. Indicate how each vendor was paid (e.g. check or credit card).
 3. Complete the **Grant Closing Checklist on Excel**. Instructions available: **Instructions for Grant Closing Checklist**
 4. Submit **all invoices / documentation as ONE FILE below**.
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Why do we ask for this documentation? The IRS requires private foundations to ensure proper use of charitable funds.

Still have questions? email us: Julie@raibrookfoundation.com

Upload ONE FILE Below:

File Size Limit: 25 MB