



SONS OF ITALY FOUNDATION®
Order Sons and Daughters of Italy in America®
219 E Street, N.E. • Washington, D.C. 20002
202-547-2900 • www.osia.org/sif



GRANT APPLICATION

If more space is required for any answer, attach additional sheets, identifying answer by Section No.

Section 1 – Identification

1. NAME OF APPLICANT

TELEPHONE NO (INCLUDE AREA CODE)

ADDRESS (INCLUDE ZIP CODE)

2. NAME OF INDIVIDUAL MAKING REQUEST ON BEHALF OF APPLICANT

TELEPHONE NO (INCLUDE AREA CODE)

ADDRESS (INCLUDE ZIP CODE)

3. TITLE AND SUMMARY OF PROJECT

4. PROPOSED DURATION OF PROJECT

5. PROPOSED DATE OF START OF PROJECT

6. TOTAL AMOUNT OF FUNDS REQUIRED FOR PROJECT

7. AMOUNT REQUESTED OF SONS OF ITALY FOUNDATION

8. AMOUNT TO BE PROVIDED BY APPLICANT

9. SOURCE OF APPLICANT'S FUNDS

Section 2 – Narrative

1. PURPOSE/OBJECTIVES TO BE ACHIEVED

2. STATEMENT OF PROBLEM

3. BACKGROUND STATEMENT (IF APPROPRIATE, A STATEMENT SETTING FORTH EVENTS/BACKGROUND WHICH GAVE RISE TO PROPOSAL)

4. SPECIFIC STEPS INVOLVED IN IMPLEMENTING AND PERFORMING THE PROJECT

5. TIMETABLE FOR IMPLEMENTATION AND PERFORMANCE OF PROJECT

Section 3 – Budget

THE FOLLOWING ITEMS SHOULD BE INCORPORATED IN THE APPROPRIATE BUDGET FORMAT: PERSONNEL, EQUIPMENT, TRAVEL, SUPPLIERS, COMMUNICATIONS, RENTAL OF SPACE, TRANSPORTATION AND OTHER (DESCRIBE). THE BUDGET FORMAT SHOULD BE SO ESTABLISHED TO PROVIDE A BREAKDOWN OF PROPOSED EXPENDITURES IN TERMS OF SONS OF ITALY FOUNDATION FUNDS AND FUNDS OF APPLICANT. THERE SHOULD BE SUB-TOTALS AND A GRAND TOTAL.

Section 4 – Financial Responsibility of Applicant

THE FOUNDATION MAY REQUIRE ONE OR ALL OR A COMBINATION OF THE FOLLOWING:

- 1) PERIODIC FISCAL REPORTS OF EXPENDITURES OF REVENUE
 - 2) MAINTAINING APPROPRIATE FISCAL RECORDS IN ACCORDANCE WITH MODERN ACCOUNTING AND FISCAL STANDARDS
 - 3) SUCH FISCAL RECORDS TO BE AVAILABLE FOR INSPECTION AND AUDIT AS REQUIRED BY THE FOUNDATION
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Section 5 – Evaluation

THIS SECTION SHOULD INCLUDE THE APPLICANT'S SUGGESTIONS FOR METHOD OF EVALUATION OF THE PROPOSED PROJECT. THE APPLICANT WILL BE REQUIRED TO SUBMIT REPORTS AT SPECIFIC PERIODS TO BE MUTUALLY AGREED UPON BETWEEN THE APPLICANT AND THE FOUNDATION. IN ADDITION, THE FOUNDATION MAY REQUIRE EVALUATION BY AN OUTSIDE CONSULTANT AND/OR FIELD VISITS BY REPRESENTATIVES OF THE FOUNDATION.

Section 6 – Credits

THE APPLICANT WILL SET FORTH THE SUGGESTED METHOD FOR THE TYPE OF CREDIT OR ACKNOWLEDGMENT TO BE GIVEN TO THE SONS OF ITALY FOUNDATION.
