



UNICO FOUNDATION, INC.
Italian American Culture & Heritage ~ Educational ~ Charitable
"Service Above Self"

**GRANT APPLICATION FORM
RALPH TORRACO
FOOD BANK/SHELTERS FUND**

Instructions

- **Please type using typeface no smaller than 10 points and single space all grant requests.**
- **Please answer all of the questions in the order listed.**
- **Please use headings as provided.**
- **Please submit only one copy.**
- **Please do not include any materials other than those specifically requested at this time.**
- **Please do not send videotapes.**
- **Incomplete applications will not be considered**

Applications are accepted for consideration 60 days prior to Board of Trustee meetings held in March and July/August each year.

Incomplete applications will not be considered.

I. Cover Sheet

Date of application: _____

Legal name of organization to which grant would be paid.

Purpose of grant:

Address of organization: _____

Telephone number: () _____ Fax: () _____

E-mail: _____

Contact Person:

Is your organization an IRS 501(c)(3) not-for-profit? Or affiliated herewith (yes/no)

If no, you are ineligible for a grant from UNICO Foundation, Inc.

Grant request: \$ _____

Check one:

General support _____

Program support _____

Name of program: _____

Total organizational budget (current year): \$ _____

Total project budget \$ _____

UNICO Foundation use only:

Certified to Completeness: _____

UNICO National Executive Administrator

II. Narrative – 2 pages maximum



FOUNDATION

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A. Introduction and Background of Organization

- 1. Brief description of history and mission**
- 2. Describe your current programs and activities**
- 3. Please describe the geographic area that you serve.**
- 4. Please list other organizations serving the same area.**
- 5. Number of paid full-time staff; number of paid part-time staff; number of volunteers involved in your program.**

B. Funding Request – Please state how the funds will be used.

III. Attachments

A. Financial Information

- 1. Most recent financial statement, audited if available.**
- 2. Operating expense budget.**
- 3. A list of foundation and corporate supporters with amounts received for your current and most recent fiscal year.**
- 4. List of foundation, corporations, and others that you are soliciting for funding of this program.**
- 5. Budget for this program.**

B. Other

- 1. A copy of your most recent IRS letter indicating your agency's tax exempt status.**
- 2. A list of your Board of Directors.**