

**THE SELF-DEVELOPMENT OF PEOPLE COMMITTEE
PRESBYTERIES OF THE REDWOODS, SAN FRANCISCO, SAN JOSE
890 Meridian Way
San Jose, CA 95126
408.279.0220; FAX 408.279.5261**

APPLICATION FOR FUNDING CONSIDERATION

Instructions: Read the Criteria and Guidelines before completing this form. Complete and cover all requested information below and send the completed application to the above address. Applications in Microsoft Word format are preferred and may be emailed to: Joseph Lee (joev@sanjosepby.org) or Ginger Smyly (gsmly@pacbell.net)

This form may be downloaded from Presbytery websites: www.sanjosepby.org/committees/sdop/

Date of Proposal _____

Project Name _____

Address/City/Zip _____

Telephone _____ Amount Requested _____

Contact Person _____ email address _____

1. Describe the project, stating the need and the self-development nature of the project.
2. Who is submitting the project and how will they benefit from the project?
3. List the name, address, racial ethnic background, occupation and economic background of all persons who will control and benefit from the project.
4. Describe how the community of need will be involved in the various stages of the project.
5. State the goals (the point of the proposal) and objectives (the specific steps the group will take to reach the goals) of the project.
6. Describe how the goals and objective increase the self-sufficiency of the individuals participating.
7. How, when and who will evaluate the project's goals and objectives?
8. Provide a balanced income and expenses budget for the organization including detailed budget for the described project
9. Describe the financial plan for the use of available and requested resources
10. State the resources available to support the project, including a description of a) resources within and available to the community; b) in-kind resources; and c) financial resources sought or to be sought.
11. What is the plan for funding the project into the future?
12. Describe the administration, management and reporting components of the project?