

## Women's Fund of New Hampshire Grant Guidelines

If you would like your project or organization to be considered for funding in 2009, please mail or hand-deliver your complete application to:

Women's Fund of New Hampshire  
2 Delta Drive  
Concord, NH 03301

The Women's Fund of NH has two funding cycles per year, each with its own grant application deadline. Please submit two (2) identical packets that contain the following items:

- First 2009 Grant Application Deadline - applications to be postmarked by April 3, 2009; funding notification will be made by letter by June 30, 2009
- Second 2009 Grant Application Deadline - applications to be postmarked by August 7, 2009; funding notification will be made by letter by September 30th
- Next Grant Writing Workshop will be in the fall of 2009. Date TBA.

### Application Checklist:

- WFNH cover sheet (Use the Adobe Acrobat template available at the WFNH website. If it's easier, you may create your cover page in Word and use the Adobe Acrobat version as a guide.)
- Proposal narrative (not to exceed four pages -- see detailed description below)
- Project budget (one page)
- Organizational budget (one page)
- Current list of Board of Directors (one page)
- IRS 501(c)(3) determination letter
- Supporting materials (optional - such as Annual Report, newsletter, media, etc. Please submit no more than two copies of this material.)

Your one to four page project narrative should contain the following information:

- Background Information - Briefly describe your organization's history, mission, major accomplishments, current programs and services, and your constituency.
- Needs and Request - Describe the needs or issues your project addresses. Include relevant statistics or other information that substantiates the needs. Describe how this project will result in or promote social change for women and girls in our state.
- Project Description - Describe specifically the goals, objectives and activities or strategies that will be implemented to address the issue and/or needs described. Include relevant timeline and other project or program-related information. Describe who will implement the project or program and their qualifications. Tell us how you are collaborating or communicating with groups working on similar issues.
- Other Sources of Support - Identify other sources of committed or expected in-kind or cash support for the project or program. Include plans for continuation of the project over time.
- Evaluation - Describe how you will evaluate the impact and success of the project or program.

If you have any questions regarding these guidelines and/or your proposal, please call us at 603-226-3355 or email [info@wfnh.org](mailto:info@wfnh.org).