

## **2018 Empty Bowls Naples Inc. Grant**

Empty Bowls Naples Inc. is pleased to announce that we are now accepting applications for our first Empty Bowls Naples Inc. Grant. Organizations supporting our mission of addressing food insecurity in our communities are welcome to submit a grant application for consideration.

The following provides background information about who we are as well as directions for completing your grant application.

Empty Bowls Naples Inc. (EBNI) is a non-profit organization whose mission is “to create awareness and raise funds to eliminate hunger in our communities ONE BOWL at a time.” Empty Bowls Naples Inc. enlists the creative talents of local potters, artists, educators, students, and volunteers to create handcrafted painted bowls which serve up a fun, social event to raise money and awareness in the fight against hunger. Net proceeds raised through our annual fundraising event in Cambier Park will be distributed to mission related organization through the Empty Bowls Naples Inc. Grant Program. More information can be found at [www.EmptyBowlsNaples.com](http://www.EmptyBowlsNaples.com).

### **Grant Information**

- Deadline for Grant Applications: 4/5/2018
- Grants may ONLY be used for the program described in this application.
- Organizations with multiple program sites may submit only one application.

### **Grantee Requirements**

- Grantees must operate a program that addresses food insecurity in our communities.
- Grantees must help promote EBNI through the grantee’s website, newsletters, social media, and other means.
- Grants cannot be used for administrative costs.

### **Application Instructions**

- There are three parts to this application: 1) Application Form, 2) Narrative, and 3) Required Attachments. Please fully complete all three before submission.
- To submit: parts one and two should be saved as one document with numbered pages and in the order presented below. Save As “EBNI 2018 Grant Application (organization name)”.
- Email final application and required attachments as pdf documents to Betsy Dawson at [friendsofEBN@gmail.com](mailto:friendsofEBN@gmail.com) no later than 5:00pm on April 5, 2018.
- In the event that the application is not being emailed to EBNI, the applications and required documents may be hand delivered or mailed to: Empty Bowls Naples Inc. Attn: Betsy Dawson 2221 Corporation Blvd. Naples, FL 34109, no later than 5:00pm on April 5, 2018.

Empty Bowls Naples, Inc. appreciates the work you do for the hungry in our community and looks forward to reviewing your application.

**EMPTY BOWLS NAPLES INC. GRANT APPLICATION FORM**

**Organization Information**

Organization Name:

EIN #:

Address:

Contact Person & Title:

Phone Number:

Email:

Website Address:

Facebook Page:

Twitter Name:

Organization Mission Statement:

Organization Operating Budget:

Program Operating Budget:

What Percentage of Organizational Budget is this Program:

Requested Amount for 2018 EBNI Grant:

**Program Information**

Program Name:

Number of Staff (full and part time):

Number of Volunteers:

Zip Codes Served:

Hours of Operation:

Sources of Food for Program:

Briefly Describe Target Population (if possible use demographics such as: income level, employment status, age, racial/ethnic background, criminal background, etc.):

Number of Meals Served Each Month:

Number of Households Served Each Month:

Briefly Describe How EBNI Funds Would be Used:

**GRANT NARRATIVE:** Please find the three narrative questions below. Each bolded question must be answered. Please use headings in your narrative response and use no more than two pages, single spaced.

**What is your program?**

- Briefly describe your program and how it addresses food insecurity.
- Include information about how your program operates on a daily basis, what a typical day looks like.
- Describe who your program serves.
- Include the goal of your program and how it works to achieve that goal.

**Why is your program needed?**

- Explain what need your program fills in the community it serves.
- Describe how you measure the need for your program.
- If possible, use research, statistics or anecdotal evidence of need.

**How do you satisfy the need?**

- What ways do you evaluate how your program addresses this need?
- Based on your answer to question two, describe how your program determines the changing needs of your community?
- Is there anything unique/innovative/special about how you do this?

**REQUIRED ATTACHMENTS:** Please send application along with:

- Current program budget with revenue and expense categories
- Current organizational budget with revenue and expense categories
- IRS 501(c)(3) determination letter
- List of Board of Directors
- The organization's most recent audited financial statement including notes
- *Optional:* additional materials which may help explain your organization or program

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