

TEMPLATE

Key Info (fill ONE form per potential program):

1. **What is the issue** (the problem, the opportunity to make a difference):
2. **What's at stake** (what will happen if help is not provided):
3. **Who & How many will benefit** (what groups of people, individuals, etc.):
4. **What resources are needed** (funds, equipment/goods, services):
5. **What are the best options of disbursing resources** (funds, equipment/goods, services):
6. **How can we ensure the resources reach the right people** (to those organizations or people who are in need):
7. **How to ensure our resources result in successful use** (what is the plan of deployment/action, how credible is it):
8. **How to measure success on a quarterly basis** (definable prior to providing funds, equipment, services, etc.):
9. **Disbursing Organization/Representative Details:**
Name:
Postal Address:
Phone number:
e-Mail address:
Disclosure:
10. **Beneficiary Details:**
Postal Address:
Phone number:
e-Mail address:
Disclosure:

From the XYZ Foundation:

Any false information or declaration will lead to immediate suspension of current funding, and cancellation from all future consideration.
