



Grant Application

Interested applicants should submit a completed application by 4:00pm EST on Thursday, February 1, 2018. Applications should be mailed or delivered to the following address:

**The Kevin & Brittany Kisner Foundation
210 Colony Parkway SE
Aiken, SC 29803**

- I. General Information
 - a. Organization Name
 - b. Organization Address
 - c. Organization Contact Person, title
 - i. Name, Title
 - ii. Phone number
 - iii. Email address
 - d. Organization Web address (if applicable)
 - e. List of Organization Board of Directors (if applicable)
 - f. Tax Exempt letter from the IRS
2. State the mission of applicant/organization
3. List which of the Kisner Foundation priorities your proposal most closely matches:
 - a. Early Learning and Literacy
 - b. Child Health and/or fitness
 - c. Youth Sports
4. Budget Information
 - a. Annual operating budget for organization for the past two years
 - b. Program budget (within the organization, if applicable) for past two years
 - c. Amount requested in this proposal.
 - d. Provide a brief summary (250 words max) on how the requested funds will be used. Include information on:
 - i. How will funds be used?
 - ii. How (approx.) many children/students will benefit from this expenditure?
 - iii. Will any special populations be served with these funds?
Examples:
 1. Children in poverty

2. Minority children
3. Children with special needs
- e. Budget Detail (exactly where will the funds be spent?) Examples:
 - i. Personnel
 - ii. Materials and Supplies
 - iii. Other Direct Costs (scholarships, travel, staff training)
 - iv. Indirect Costs (rent, utilities, etc.) NOTE: Indirect costs should not exceed 10% of total request.
5. Evaluation
 - a. Provide a brief summary (250 words max) on how the program for which funding is requested will be evaluated.