



**ADULT  
ENTREPRENEURSHIP**  
.....  
GRANT APPLICATION

When completing this grant application, keep in mind that not all questions require in-depth responses. Some organizations may have a lot to share in one area, but not another. That's okay. Focus on the strengths of your organization and be upfront on the areas of weakness. Our goal is to give applicants the opportunity to touch on each of our values while still being cognizant of the time it takes to complete an application. For smaller grants (under \$20,000), you may be able to address the question in a few sentences. Larger grants, however, may need a few paragraphs. Consider the size and complexity of your grant request and adjust your responses accordingly.

CONTACT INFORMATION

**Organization Name**

EIN \* Address \* City, State Zip \* Phone Number

Head of organization, with title and email

Name of person submitting application, with title and email

Fiscal Sponsor, if applicable

PURPOSE

**1. Summarize the main objective(s) of your request in 50 words or less.**

Pretend this is the only space you have to get the main details across.

**2. Amount Requested**

\$X

**3. What is the time period covered by this grant request?**

Morgan Foundation funds multi-year programs, projects that fall under a specific calendar or fiscal year, or custom timelines that take into account board meeting decision dates and program completion dates.

MMDDYY – MMDDYY

ORGANIZATION

**4. How does your organization bolster regional economic competitiveness?**

Use this space to discuss prior history in this area and long-term plans to drive economic growth.

ACTIVITIES

**5. How do you plan to develop entrepreneurial skills in the clients you serve?**

Entrepreneurs need a variety of skill sets to be successful in business today. Things like peer-to-peer learning, experiential skill-building opportunities, formal training, and post-program support are all important elements of successful adult entrepreneurship programs. But don't let your imagination stop there. We are always looking for innovative ways to develop entrepreneurial competencies and fuel business growth. Please provide a narrative first and then condense the main ideas into action items on which your organization will report if this project is funded. Your Program Officer will work with you to develop a set of grant objectives that include information found in the Activities, Connectivity, and Impact sections of this grant application.

Narrative:

Action Item	Measurement

**6. Describe the relationship between clients and mentors.**

Use this space to discuss how you select mentors, how you match them with clients, and any policies that help structure, guide or track the relationship.

PARTICIPATION

**7. Let's put some numbers to this request.**

To the best of your knowledge, please estimate or project the following figures. Leave blank if not applicable.

	Program 1	Program 2	Program 3
Program Name			
Timeframe	MMDDYY - MMDDYY	MMDDYY - MMDDYY	MMDDYY - MMDDYY
Participants engaged	#	#	#
Female participants	%	%	%
Minority participants	%	%	%
Mentors* engaged	#	#	#

\*content/field experts providing direct support to the entrepreneur

**8. What strategies will you use to engage clients from underserved populations?**

Explain how you will ensure that entrepreneurs from traditionally underserved populations (e.g. racial groups and females) are engaged in programming. Any insights you can share into how and why this plan was developed, including lessons learned from previous engagement efforts, would also be helpful.

CONNECTIVITY

**9. How does your organization connect entrepreneurs to other opportunities in the Northeast Ohio entrepreneurship ecosystem?**

One agency is not going to be able to support all the needs of an entrepreneur. That's why we rely on an interconnected network of organizations to help guide entrepreneurs to the resources they need. Use this space to discuss how you help entrepreneurs navigate the ecosystem and how you share resources with other entities.

**10. What informs your efforts?**

Is there research or evidence to support specific elements of your programming? How do you know it is right for the entrepreneurs being served?

EVALUATION AND IMPACT

**11. Tell us about your data collection.**

We would like an understanding of the data you capture, how you analyze that information, and any challenges you face related to data collection. Describe any expertise you have on staff or externally to assist with this process.

**12. How will participants be affected by their participation?**

Having an understanding of the scope of your program is helpful, but we also need to know how the participants will be impacted. Focus on a few areas in which you feel you can make a positive change and how you plan to measure progress. Be as specific and realistic as possible as your grant report will be evaluated on whether or not you are able to achieve these outcomes.

Outcome	Measurement

LEARNINGS

**13. How do you pivot in response to changing environments?**

The previous question delved into how you expect participants to change. For this question, we want to know how your programming evolves to meet new needs. If you have conducted this program in the past, use this space to discuss how and why programming is different this year. If this is a new program, talk about how you plan to use data to inform program practices.

**14. What do you hope to learn from this program and how do you intend to share your lessons with others?**

Specific examples are important to us.

BUDGET

**15. How much do you need for this project?**

Please use this section to describe the total project budget, how much you are requesting from Morgan Foundation, and how you will cover the difference (if applicable). If you are utilizing any in-kind support or leveraging resources from outside the adult entrepreneurship ecosystem (e.g., media attention, venue donation, consulting resources), describe that here as well. A numerical project budget will also be required as an attachment, but we find that a narrative helps all parties involved in the project better communicate the resources, needs, and expectations.

**16. How will you fund and structure this project in the next three years?**

It's important for us to understand what you need from us (and others) now – and in the future. This helps us see where the project is headed and budget accordingly. Whether you plan to diversify revenue streams or scale up your grant requests, just be up front so we can make the best decisions possible.

## ATTACHMENTS

**1. Project Budget**

Please supply a budget that includes all income and expenses for the project and delineates how you intend to use Morgan Foundation dollars.

**2. Fiscal sponsor documents, if applicable**

If you are using a fiscal sponsor, please provide the board list and most recent audited financials for the fiscal sponsor organization.

**The following attachments are also required for grant requests of *more than \$20,000*:**

**3. Testimonials**

Please provide a document with one or two recent quotes or anecdotes from your participants on how the program impacted them. If this is a first time program, please provide anecdotes from individuals who support and value the work you do.

**4. Board List**

When possible, please limit this to one page.

**5. Organization's Current Year Budget**

When possible, please limit this to one page.

**6. Most Recent Audited Financials (two years)**

**7. Most Recent 990**

**8. Communications Plan**

The Foundation appreciates attribution for grant support. Please provide a brief narrative on how this grant will be publicized, if awarded.

**9. Endowment and spending policy, if applicable**

Please provide your current endowment value, when that value was captured, and your board approved endowment spending policy.