

The first step in the Northfield Bank grant application process is to submit a Preliminary Proposal Summary. The Preliminary Proposal Summary, a shortened version of our Full Grant Application Package, will help us determine which proposals best fit our funding priorities.

Please contact the Foundation at (718) 303-4265 prior to submitting any requests.

Based on this Preliminary Proposal Summary, organizations may be invited to submit a formal Grant Application Package.

**Date of application:** \_\_\_\_\_

## **ORGANIZATION INFORMATION**

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**Is your organization exempt from taxes under IRC section 501(c)(3):**

Yes       No *(If no, please attach a letter of explanation.)*

**Organization:** \_\_\_\_\_

**Address of organization:** \_\_\_\_\_  
\_\_\_\_\_

**Telephone/Fax:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Web Site:** \_\_\_\_\_

**Executive Director:** \_\_\_\_\_

**Contact Person/Title:** \_\_\_\_\_

**Federal Tax ID #:** \_\_\_\_\_

**Geographic Area Served:** \_\_\_\_\_

**Brief History of Organization:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Organization's Mission Statement:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FINANCIAL INFORMATION**

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**Organizational Annual Operating Budget (\$):** \_\_\_\_\_

**Organizational Net Assets At  
End of Last Fiscal Year (\$):** \_\_\_\_\_

**Organization's Revenue & Expenses for each of the last 3 years as stated on Form 990:**

<b>2011 Revenue</b> _____	<b>2011 Expenses</b> _____
<b>2010 Revenue</b> _____	<b>2010 Expenses</b> _____
<b>2009 Revenue</b> _____	<b>2009 Expenses</b> _____

**Attach a listing of your Board of Directors with their affiliations. Also list your Board of Directors annual giving to your organization.**

**List the 3 highest Paid Employees and their Titles:**

\_\_\_\_\_

List the 3 most significant Donors and Totals for each of the last 3 years:

2011 \_\_\_\_\_

2010 \_\_\_\_\_

2009 \_\_\_\_\_

**PROGRAM INFORMATION**

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Name of Program: \_\_\_\_\_

Description of Program: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Primary Need Addressed by Program: \_\_\_\_\_  
\_\_\_\_\_

Project Start Date: \_\_\_\_\_

Funding Requested (\$): \_\_\_\_\_

Total Project Budget (\$): \_\_\_\_\_

Other Sources of Committed Funding  
and Funding Amounts: \_\_\_\_\_  
\_\_\_\_\_

**Please submit a copy of your 501(c)(3) form along with this application.**

Submit via regular mail to: **Northfield Bank Foundation**, 1731 Victory Boulevard, Staten Island, NY 10314

**The Foundation will not accept proposals electronically**