Please use this list of the Grant Application’s required fields to prepare for submitting the online application. Applications must be officially submitted using our online form. You may use this document to draft your responses and cut and paste the text from this Word document into the online form. Online forms must be completed and submitted in one session. Closing an incomplete and unsubmitted form in your browser will clear the form and no information will be saved or submitted. All form text fields are limited to 500 words.

General Information

Valid 501(c) EIN

Is your organization active in Maryland or Washington D.C.?

*Select one…Y/N*

Are you able to provide documentation confirming 501c status?

*Select one…Y/N*

Name of Organization

Organization mission statement

Name of CEO/President

Street Address for Organization

Street Address 2 for Organization

City for Organization

State for Organization

Zip Code for Organization

Website Address

Contact Person's First Name

Contact Person’s Last Name

Contact Person's Telephone Number

Contact Person's Email Address

Proposal Information

Name of program to be funded by Qlarant

Provide the purpose of the program, including a brief description, and explain how it fits into the missin of Qlarant.

Amount Requested

Timeline for completion of the program. If more than one year, the milestone(s) to be met in the grant funding year.

If portions of the program are to be funded by other sources, state sources of the funding.

Who does the program serve? How many individuals will the program reach?

State in detail how you will spend the Qlarant Foundation funds. Include budget for program which Qlarant Foundation is supporting. [Sample Budget](https://www.qlarant.com/wp-content/uploads/2021/10/Sample-Project-Expenses.pdf)

Your plans to sustain the program at the termination of the grant.

Organization Information

Summary of your organization’s history and why your organization is uniquely qualified and best positioned to implement the program.

Organization's primary programs and activities

Organization's accomplishments

Number of staff with job titles. List key personnel.

Use of volunteers

Length of time Executive Director has been in place and brief description of his/her job history and education.

List of Officers and Directors

Applicant Status

*Drop down selection – options are: Current Grantee, Prior Year Grantee, Prior Year Applicant, New Applicant*