

THE ARCA FOUNDATION
PROPOSAL COVER SHEET

Please complete the form in its entirety and submit it with your proposal via email to proposals@arcafoundation.org.

Contact Information

Organization Name	Director Name & Email
Contact Name & Email (if not director)	Website
Address	City, State & Zip Code
Phone Number	Fax Number

Fiscal Sponsor Information (if applicable)

Fiscal Sponsor Name	Contact Name & Email
Fiscal Sponsor Address	City, State & Zip
Phone Number	Fax Number

Proposal

Purpose of Proposed Grant		
Amount Requested	Project Budget	2009 Organizational Budget

Previous Arca Grants (Please list all – use separate page if necessary)

Purpose	Amount	Dates

Attachment Checklist

- Proposal cover sheet
- Most recent IRS 501(c)(3) letter for organization or the fiscal sponsor
- CVs or biographical sketches of the chief executive officer and the project director
- List of the Board of Directors and their affiliations
- Copy of the 2009 organizational budget
- Copy of the project budget
- List of 2009 funders, including the amount and purpose of funding
- Lobbying Expenditure Form

For Internal Use Only

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