**FUNDING CONCEPT WORKSHEET**

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| Project Description: | *Brief description.* |
| Connection to ES Mission-Vision: | *Link to vision and mission, strategic goals and objectives, and current projects or programs.* |
| Beneficiaries/Population: | *Include demographics such as grade level, poverty level, age, race, ethnicity, gender, disabilities, and number.* |
| Statement of Need: | *Identify what you are trying to fix.* |
| Goals: | *1 or 2 overall goals indicating what you hope to accomplish qualitatively.* |
| Objectives: | *What you will do to reach your goal that can be quantified.* |
| Methods: | *The steps needed to meet each objective.*  |
| Action Plan: | *Include the timeline, person responsible and resources allocated for each activity.* |
| Management: | *Identify how we will manage the project, and how will we know that the activities are taking place and how you will allow for making changes along the way.* |
| Monitoring and Evaluation/Outcome Measures: | *Which data you will collect to measure each project objective and what evaluation instrument you will use.* |
| Personnel: | *Identify key staff titles/roles, qualifications, and responsibilities. Specify if any are current staff or positions to be filled.*  |
| Partners: | *Are there partners or partner types that the project requires or would benefit from?* |
| Other Resources (potential or actual): | *These can include existing funds, in-kind contributions, other grants or gifts, and volunteers or partners.* |
| Sustainability: | *How will the organization continue to sustain the project after funds are depleted? What resources will be needed?* |
| Costs: | *Provide key costs, such as staffing roles and FTE, programmatic costs, materials and supplies, contractual and other direct costs. Provide estimates and calculations for each, when possible.* |
| Programming: | [ ] Existing [ ] Planned [ ] New |
| Program: |  |
| Submitted by: | Click here to enter text. **Date:**Click here to enter a date. |
| Additional Notes: |  |