

# Grant Applicant Eligibility Self-Assessment Form

**Instructions:** This self-assessment form is designed to help potential applicants determine their eligibility for the grant program before preparing a full proposal. Please fill in the text boxes below. If you are printing this form to complete by hand, write your answers clearly in the provided blank spaces.

## Section 1: Applicant Contact Information

Legal Name of Organization:

Primary Contact Person Name & Title:

Contact Email Address:

Contact Phone Number:

Date of Self-Assessment:

## Section 2: Core Eligibility Criteria

Please answer the following questions with "Yes", "No", or by providing the requested details.

1. Is your organization registered as a tax-exempt non-profit entity? (Enter "Yes" or "No"):

2. How many consecutive years has your organization been in active operation? (Enter number of years):

3. Is your organization located and operating within the authorized funding region? (Enter "Yes" or "No"):

4. Does your organization have an active, independent governing Board of Directors? (Enter "Yes" or "No"):

5. Does your organization undergo an annual external financial audit or review? (Enter "Yes", "No", or "Not Applicable"):

## Section 3: Project Alignment & Budget

Proposed Project Title:

How does the proposed project align with the grant's primary focus areas? (Briefly explain):

Estimated Total Project Budget (in USD):

Requested Grant Amount (in USD):

What percentage of the total project budget is secured from other funding sources? (e.g., 25%):

## Section 4: Self-Assessment Outcome

Review your answers above to evaluate your readiness to apply.

Based on the criteria above, do you believe your organization meets all mandatory eligibility requirements? (Enter "Yes" or "No"):

Additional notes or areas where clarification is needed: