



Office of  
**Congressman Ed Perlmutter**  
 Colorado's 7th District

Request for Grant Assistance Form

**\*\*Note: Congressman Perlmutter’s office does not have the ability to write grant applications; however, we can assist you in finding resources in the community to help you prepare your proposal.**

You may type directly in the form and submit to our office electronically.

<b>APPLICANT</b>	<b>REQUESTED AMOUNT</b>
<b>PROJECT TITLE</b>	<b>TOTAL PROJECT COST</b>

APPLICANT INFORMATION	
<b>Lead Contact:</b>	<b>Title:</b>
<b>Email:</b>	<b>Phone:</b>
<b>Chief Executive:</b>	<b>Title of Chief Executive:</b>
<b>Email:</b>	<b>Phone:</b>
<b>Address:</b>	<b>City:</b>
<b>Zip:</b>	<b>Website:</b>

ORGANIZATION TYPE (Check all that apply)		
Municipality	Higher Education: Public	Housing Authority
Joint Municipalities	Higher Education: Private	Other (please describe):
School: Private	Non-Profit 501(c)3	
School: Public	Non-Profit without 501(c)3	

**GRANT INFORMATION\***

<b>Awarding Agency</b>	
<b>Grant Name</b>	
<b>Grant Number</b>	
<b>Grant Deadline</b>	
<b>Grant Officer’s Name</b>	
<b>Email</b>	
<b>Telephone</b>	

**\*Please note: Letters of Support will be sent directly to agency, with a copy sent to the grant applicant. If you have not yet applied for a grant, this section does not yet apply to you; we will revisit this section once you have prepared your grant proposal.**

<b>TYPE OF ASSISTANCE REQUESTED (Check all that apply)</b>		
	Proposal writing resources	Grant writing resources
	Connecting with an agency grant officer to discuss a grant opportunity	Agency contact for pre-review of application
	Finding specific grant opportunities	Letter of Introduction from Congressman Perlmutter
	Determining a grant open date	Check status of pending grant application
	Obtaining a specific grant application	Other:

<b>PLEASE DESCRIBE THE ORGANIZATION'S MAIN ACTIVITIES AND LOCAL, REGIONAL OR NATIONAL SIGNIFICANCE:</b>

<b>PROJECT INFORMATION</b>
<b>1. Please provide a brief summary of your project (150 words max):</b>
<b>2. Where will the funding be utilized? (Name of city or town/Statewide/Nationwide) Please be as specific as possible.</b>
<b>3. Why is the project a worthwhile use of taxpayer funds?</b>
<b>4. How will this project significantly benefit your community and Colorado as a whole?</b>
<b>5. Why is federal support for this project needed?</b>

<b>PRIOR FUNDING FOR <u>THIS PROJECT</u> THROUGH FEDERAL GRANTS OR APPROPRIATIONS</b>		
FY17:	\$	For:
FY16:	\$	For:
FY15:	\$	For:
FY14:	\$	For:
FY13:	\$	For:
<b>PRIOR AGENCY FUNDING THROUGH FEDERAL GRANTS OR APPROPRIATIONS</b>		
FY17:	\$	For:
FY16:	\$	For:
FY15:	\$	For:
FY14:	\$	For:
FY13:	\$	For:

<b>NON-FEDERAL COST SHARE</b>
<i>Most federal grants require a cost share, money spent by the city, state or organization to supplement the federal funds. Cost shares can be between 10-50% of a project.</i>
Where would your organization obtain the non-federal funds?

<b>COMMUNITY SUPPORT</b>
Does your application have community support? YES NO
<i>Please indicate individuals, groups, organizations, or local officials that support your request below</i>
Entity:
Contact Name:
Phone:
Entity:
Contact Name:
Phone:
Entity:
Contact Name:
Phone:
Entity:

### REQUIRED DOCUMENTS

1. A one page overview of the project sought to be funded, including **how you intend to use funds** if you are awarded a grant.
2. At least one letter of support from a state or local official indicating why this project is important to the community.
3. Please feel free to submit a suggested draft letter of support for our guidance.

### PROGRESS OF APPLICATION

**So that we can better assess your grant needs, please indicate which of the following you have completed:**

<input type="checkbox"/>	Prepared proposal/grant package	<input type="checkbox"/>	Received a letter of support from other organizations
<input type="checkbox"/>	Identified specific grants	<input type="checkbox"/>	Determined grant open date
<input type="checkbox"/>	Identified who to apply to (Local, State, Fed)	<input type="checkbox"/>	Obtained agency grant package
<input type="checkbox"/>	Registered with GRANTS.GOV	<input type="checkbox"/>	Talked to a grant officer
<input type="checkbox"/>	Developed community relationships	<input type="checkbox"/>	Grant application pre-reviewed by agency
<input type="checkbox"/>	Received a letter of support from state or local official ( <b>please attach</b> )	<input type="checkbox"/>	Submitted grant application to agency

**For any questions or concerns please feel free to contact Hannah Mullen at [hannah.mullen@mail.house.gov](mailto:hannah.mullen@mail.house.gov) or by calling 303.274.7944. You may also refer to the grant section on our website at [www.perlmutter.house.gov](http://www.perlmutter.house.gov) for tips, ideas, and resources in the community.**

**We do request you submit letter of support requests at least *one week* before the grant deadline.  
Best of luck!**