



## SMCF | PROJECT GRANT APPLICATION

As a Trusted Community Partner, we already have all your organizational information on file, so this application focuses squarely on your proposed project. We embrace projects that uplift those most in need and strengthen the social fabric of San Miguel. Submission deadlines: April 15 and October 15.

If internet access or digital tools are limited, you can fill out this form on paper and return it to our office, along with a copy of the five required financial documents. We'll take care of uploading your responses. We understand that every organization is on its own journey, and we're here to support you as you grow. Thank you for all you do to support our community.

If you have questions or would like help at any point, our longtime bilingual Administrative Director, Araceli Cerritos, is happy to answer any questions (+52 415 152 7447 | WhatsApp: +52 415 105 8252).

### Project Grant Application Checklist

Gather the following:

- Project title and brief description
- Project goals and intended impact
- Project timeline (start and end dates)
- Total project budget and amount requested
- Budget breakdown (major expense categories)
- How funds will be used and managed
- Matching Grant information
- Relevant photos or supporting materials (optional)

Turning Generosity Into Lasting Impact Since 1976





**Target population and geographic focus**

Please describe who you serve and where the work takes place. This helps us understand how your project connects to specific communities across San Miguel and the surrounding area.

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**Metrics for success and evaluation**

How will you know this project is working? Your metrics can be simple and appropriate to your stage. These may be hard measures (such as number of people served, workshops held, or resources delivered) or softer signals (such as changes in participation, confidence, skills, or community engagement). The goal is to show what will change and how you will notice it.

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**Are you collaborating with an SMCF Trusted Community Partner?**

We value collaboration across San Miguel’s nonprofit community. If your project involves partners, please share how you’re working together to expand impact. Note: Each project may only have one lead organization.

Yes       No

**Collaborating Organization**

Please confirm they are current for this year. Partners must be listed in our directory. If you’re unsure, feel free to reach out – we’re happy to help.

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**Collaborator Contact Email**

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**Photos (optional)**

If available, please supply photos to help illustrate your work, community, or proposed project. Strong visuals bring your proposal to life and help reviewers better understand your impact.



# Matching Grants

We strongly encourage applicants to secure matching funds from other donors, partners, or earned revenue. Matching support demonstrates community investment, strengthens your proposal, and increases the impact of SMCF's contribution.

## Have you secured a Matching Grant?

Yes       Not yet

### Matching Grantor Name

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### Matching Grantor Phone

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### Matching Grantor Address

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### Matching Grantor Mailing Address (if different than above)

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### Matching Grant Documentation

If you are listing matching funds, please provide a signed letter of commitment from the funder confirming the amount pledged, as well as any conditions. This helps verify support and strengthens your proposal.

# Consent

By submitting this project grant application on behalf of my Trusted Community Partner organization, I confirm that all information provided is true, complete, and current to the best of my knowledge.

By checking the consent box below, I authorize SMCF to: contact me for clarification or additional documentation if needed; contact references listed here and/or elsewhere; and grant permission for SMCF to feature submitted responses, images, video, and my organization's logo in print and digital marketing materials.

By checking this box on behalf of my organization, I agree.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Thank you for taking the time to share your mission with us. We know any application takes time and effort, and we don't take it lightly. We're honored to welcome you as a Trusted Community Partner, so that all our member organizations can continue to show up with more presence, power, and purpose.

*With Gratitude,  
The SMCF Family*