



APPLICATION SUBMISSION CHECKLIST

To apply for funding applicants must submit the following items:

- ☐ Cover Letter signed by the organization's Board President or Executive Director.
- ☐ Completed Ulster Savings Foundation Grant Application Form.
- ☐ List of your board of directors.

Send the above items in one packet or email to:

**Ulster Savings Charitable Foundation
180 Schwenk Drive
Kingston, NY 12401**

communityfunding@ulstersavings.com



FUNDING APPLICATION

General Information
Legal name of organization:
Name and telephone number of Executive Director:
Address:
Grant contact name:
Grant contact title:
Grant contact phone:
Grant contact e-mail address:
Organization's total staff size (full time / part time):
Organization's total number of volunteers:
Organization's total annual budget:
Is organization a 501 (c)(3) non-profit (Yes/No):
Board Member names (may attach list if easier):

About Your Proposal

Amount requested from USB Charitable Foundation:

Total budget for project / initiative requested:

Type of request (program, project, capital, etc.):

Expected number of people to be impacted by this donation:

Did Ulster Savings give to your organization last year?
If so, explain the impact of that donation.

Summarize your proposal

(please include why the project is needed in the community, the target population and geographic communities that will be served, and please specify anticipated outcomes)

Additional Information that you would like the Grant Committee to consider:

Note: Additional information may be requested after committee review

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