



HANCOCK FAMILY FOUNDATION

## GRANT RENEWAL APPLICATION

*Hancock Family Foundation grants are awarded for a single year. Grants can be renewed based on the review of the previous year's progress and results. We require that a renewal application be submitted for consideration.*

### **Section I:**

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Website: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Executive Director: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Grant Writer: \_\_\_\_\_

Proposed funding period: from \_\_\_\_\_ to \_\_\_\_\_

Grant was previously been funded: from: \_\_\_\_\_ to \_\_\_\_\_

## **Section II:**

*Please provide a report on the progress made during the past year. Please address the following specific questions. You should also include any other information that you believe is pertinent to the review process.*

1) Please refer to the goals stated in your original proposal. What progress has been made toward these original goals? Have any goals (or parts thereof) been altered or abandoned, and why? Have you obtained unexpected results apart from your original goals?

2) Describe any difficulties encountered in pursuit of these goals. Can these problems be overcome within the constraints of the current grant?

3) Describe your proposed work plan, including any changes, for the upcoming year. Please include a general timeline for the funding period, as well.

### **Section III:**

#### **Attachments:**

*Please include the following with your grant renewal application. You may be asked to provide additional materials as requested by the committee during the process. If there have been any changes to your IRS 501(c)(3) determination letter or to your key staff, please include updated copies.*

- a) Organization's operational budget (previous year and current budget)
  
- b) Most recent audited financial statement
  
- c) Previous year's budget report for this program, along with actual expenditures to date
  
- d) Itemized budget for this program for the upcoming year, including all other sources of income
  
- e) Budget for the funding amount requested

**Section IV:**

*The Foundation funds organizations that demonstrate competency and effectiveness. If your organization is selected, quarterly reports will be expected throughout the funding period. A blank copy of these reports can be downloaded from our website, [www.hancockfamilyfoundation.org](http://www.hancockfamilyfoundation.org).*

Funding Amount Requested: \$ \_\_\_\_\_

Total Organizational Budget: \$ \_\_\_\_\_

Total Program/Project Budget: \$ \_\_\_\_\_

\_\_\_\_\_  
Official Signature

\_\_\_\_\_  
Date

***The above-signed has verified the information and represents that he/she has the authority to approve/submit this application. If the Foundation learns that any part of a selected grant is not being used to further the purposes of the grant, the Selection Committee will take all reasonable and appropriate steps to recover the grant funds and/or ensure restoration of the diverted funds to the purposes of the grant.***

**Please send completed information to:**

**Lindsay H. Harlander  
Hancock Family Foundation  
1 Diamond Causeway  
Suite 21, #282  
Savannah, GA 31406**