

Monthly Report Option: GRANT APPLICATION

Please complete this form and submit it to LearningHub on the **5th of the next month**. Plan ahead in case the 5th lands on the weekend, since the date will still stand. Thank you for your submission.

Month:

Committee Members:

- 1.
- 2.

Activity	Describe what you did this month
Letter of Inquiry	
Cover Letter	
Title Page	
Abstract	
Problem Statement	
Project Description	
Evaluation Plan	
Budget	
Applicant Qualifications	
Future Funding Plans	
Plans for Sustainability	
Appendices	
Other	

Additional Resource:

Center for Community Health and Development. Section 5. Writing a Grant. The Community Tool Box. University of Kansas. <https://ctb.ku.edu/en/table-of-contents/finances/grants-and-financial-resources/writing-a-grant/main>