



## Grant Application Form

Section 1 of 2

All applications must be typed or written and mailed to Stellar Foundation

Date	Organization	
Address		
City	State	Zip
Contact Person		
Title	Phone	Email
Executive Director	Phone	Email
Requested Amount		

Project Name and Brief Summary:

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Have you received support from Stellar Foundation in the past? If so, please explain:

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## Grant Application Form

Section 2 of 2

### Application Procedure

Please submit the following document with your completed application:

IRS 501 (c) (3) nonprofit letter	Most recent annual report
Board of Directors and their affiliations	Audited financial statement for most recent fiscal year
Current list of all funding sources	

*In addition, please provide the following information on no more than five type written pages:*

Description of organization, including mission and objectives	Description of long-term strategy for sustaining program
Project description (include information on purpose, need population served, geographic area, volunteer support, specific activities and timeline)	Summary of capital project budget, showing income and expenses
Criteria for program evaluation (specific expected results and how they will be measured)	

### Review Process

All applications received by Stellar Foundation will be evaluated starting February 1, May 1, August 1 and November 1 and awarded March 1, June 1, September 1 and December 1, respectively.

*Grantees must be 501 (c) (3) non-profit organizations that operate in and improve the quality and availability of:*

Charitable health care	Artistic and cultural events
Education	Community services

### Limitations

Stellar Foundation will not make contributions to support the following:

Individuals	Medical research projects or medical procedures for individuals
Educational loans	Veteran's organizations, professional associations and similar membership groups
Organizations that discriminate on the basis of race, religion, creed, gender, or national origin	Public or commercial broadcasting programs
International organizations	Grants to individuals, including scholarships or fellowship assistance
Travel expenses or fees for conferences or conventions	For-profit entities; including start-up small businesses
Political organizations	Organizations requesting funds to cover operating deficits
Operating Costs	Film or video projects, including documentaries
Books, research papers or articles in professional journals	Promotional merchandise
Religious organizations, unless they are engaged in a significant project that benefits a broad base of the community.	Conferences or tours

### Grant Submittal & Information

Please submit all materials by mail. Should you have additional questions or comments, please contact the Stellar Foundation below:

Stellar Foundation  
2900 Hartley Road  
Jacksonville, FL 32257

904-260-2900  
904-260-2959 fax

E-mail: [info@thestellarfoundation.org](mailto:info@thestellarfoundation.org)