



Office of
Congressman Ed Perlmutter
 Colorado's 7th District

Request for Grant Assistance Form

****Note: Congressman Perlmutter’s office does not have the ability to write grant applications; however, we can assist you in finding resources in the community to help you prepare your proposal.**

You may type directly in the form and submit to our office electronically.

APPLICANT	REQUESTED AMOUNT
PROJECT TITLE	TOTAL PROJECT COST

APPLICANT INFORMATION	
Lead Contact:	Title:
Email:	Phone:
Chief Executive:	Title of Chief Executive:
Email:	Phone:
Address:	City:
Zip:	Website:

ORGANIZATION TYPE (Check all that apply)		
Municipality	Higher Education: Public	Housing Authority
Joint Municipalities	Higher Education: Private	Other (please describe):
School: Private	Non-Profit 501(c)3	
School: Public	Non-Profit without 501(c)3	

GRANT INFORMATION*

Awarding Agency	
Grant Name	
Grant Number	
Grant Deadline	
Grant Officer’s Name	
Email	
Telephone	

***Please note: Letters of Support will be sent directly to agency, with a copy sent to the grant applicant. If you have not yet applied for a grant, this section does not yet apply to you; we will revisit this section once you have prepared your grant proposal.**

TYPE OF ASSISTANCE REQUESTED (Check all that apply)	
Proposal writing resources	Grant writing resources
Connecting with an agency grant officer to discuss a grant opportunity	Agency contact for pre-review of application
Finding specific grant opportunities	Letter of Introduction from Congressman Perlmutter
Determining a grant open date	Check status of pending grant application
Obtaining a specific grant application	Other:

PLEASE DESCRIBE THE ORGANIZATION'S MAIN ACTIVITIES AND LOCAL, REGIONAL OR NATIONAL SIGNIFICANCE:

PROJECT INFORMATION
1. Please provide a brief summary of your project (150 words max):
2. Where will the funding be utilized? (Name of city or town/Statewide/Nationwide) Please be as specific as possible.
3. Why is the project a worthwhile use of taxpayer funds?
4. How will this project significantly benefit your community and Colorado as a whole?
5. Why is federal support for this project needed?

REQUIRED DOCUMENTS

1. A one page overview of the project sought to be funded, including **how you intend to use funds** if you are awarded a grant.
2. At least one letter of support from a state or local official indicating why this project is important to the community.
3. Please feel free to submit a suggested draft letter of support for our guidance.

PROGRESS OF APPLICATION

So that we can better assess your grant needs, please indicate which of the following you have completed:

Prepared proposal/grant package	Received a letter of support from other organizations
Identified specific grants	Determined grant open date
Identified who to apply to (Local, State, Fed)	Obtained agency grant package
Registered with GRANTS.GOV	Talked to a grant officer
Developed community relationships	Grant application pre-reviewed by agency
Received a letter of support from state or local official (please attach)	Submitted grant application to agency

For any questions or concerns please feel free to contact Macarena Villagomez Tapia at macarena.tapia@mail.house.gov or by calling 202.225.2645. You may also refer to the grant section on our website at www.perlmutter.house.gov for tips, ideas, and resources in the community.

We do request you submit letter of support requests at least *one week* before the grant deadline.

Best of luck!