

## Application Questions for Capital Projects

In four pages or less, provide answers to the application questions listed below.

- Restate each question.
- Use a 12-point font and margins of one inch or more.

### Organizational Capacity

1. What is your organization's mission?
2. What have you achieved in the past three years to advance your mission?

### Your Project

3. Describe the project for which you seek funds. Please be specific about what will be in place that is not there now.
4. Describe the population that will benefit from this project. How many are financially needy?

### Your Impact

5. Describe the impact you will achieve once you have completed the capital project. That is, what difference will this project make for your organization and the population with whom you work?

### Tracking to Success

6. What is the timeline for your project? Define the most critical steps in design, choice, and implementation to ensure that the project is completed as specified within the proposed timeline and budget.
7. Within one year of completion, how will you know that the capital project has had the desired impact?

### Ongoing Operations

8. What ongoing effects will this project have on your organization? If this project will increase your operating expenses, how will you pay for them?

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