



Ball Brothers Foundation PRELIMINARY APPLICATION Guide

Revised
September 29, 2022

Preliminary Application – Every General Grant submitted to BBF must begin with a Preliminary Application. Notification of the foundation’s decision regarding submission of a full proposal will be sent to the email address of the GoApply contact on file for the grant request. **BE SURE YOUR ORGANIZATIONAL PROFILE IN GOAPPLY IS CORRECT BEFORE SUBMITTING A REQUEST.**

Overview Information

- Program
*Select which of BBF’s five focus areas best matches your proposal:
Arts & Culture, Education, Environment,
Health, Human Services, or Public
Affairs/Society Benefit*
- IRS Status
*Reminder: we can only grant to nonprofit
entities*
- Title of Project
- Start & End Dates of Project
*If awarded funding, the final report will
typically be due 30 days after the ending date*
- Total Amount Requested
- Name, Title & Email of Grant Contact
*Identify the person responsible for this grant
proposal. If we have questions, we may
contact this individual*
- Name, Title & Email of Organizational Leader
*Identify the Executive Director or other top
executive of the organization*

Narrative Question – Responses are limited to 2000 characters (includes spaces and punctuation)

1. Provide an introduction to your organization and its mission.
 - *Describe the overall purpose of your organization. You may also highlight any notable accomplishments that will give a sense of your organization’s work*
2. What is the purpose of your request? Be specific about what you propose to do with BBF funding.
 - *Be specific about what you propose to do with grant funding*
3. What specific problem(s) would BBF funding help to address?
 - *What specific community needs/issues would be addressed? (Include any applicable statistics/research or identified community priorities [ex. Together DM] that strengthens your case). How would support strengthen your organization?*

Required Attachment Info →



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Required Attachments

Must be in PDF, TIF, BMP or JPG format*

- Cover letter signed by organizational leader
 - *The cover letter is the first thing that grant reviewers will read when looking at your application*

Please ensure:

 - ✓ *One page maximum*
 - ✓ *Amount of money requested is clearly stated in letter*
 - ✓ *Letter briefly summarizes purpose of request*
- Budget including Budget Narrative
 - *A sample budget form can be found by clicking the How to Apply link on the BBF website, www.ballfdn.org. *Note: we will also accept budget information in other formats, but the budget should reflect only the dollars requested from BBF.*
 - *Budget narrative must identify the rationale for each listed expense*
- Any other attachments directly related to this proposal

***If unable to upload attachments, please submit request without them and send them via email to info@ballfdn.org**