Please complete the following organization funder worksheet and program funder worksheet. The purpose of these documents is to assist the board in evaluating your request for funding.

Please note the following:

1. This document is shared with the foundation's board members: Please maintain the current format, font, font size etc.

2. For general support requests, complete only the organization funders worksheet.

3. Complete the header on each worksheet requesting grantseeker name, proposal date, fiscal year (format MM/YY- MM/YY) and program name (if applicable).

4. List funders for the fiscal year in which you are requesting funding.

5. Each worksheet should be no longer than one page. If your organization or program has more funders than will fit on one page, include only the largest requests.

6. In the status columns, identify each request as one of the following:

    Secured - the funder has either paid the grant or provided a confirmation letter.

    Pending - the funder has accepted a proposal. Please also include the date you expect the decision for this request

    Prospective – a request your organization plans to submit within the fiscal year in which you are applying.

7. Please list all secured requests first, followed by your pending requests, and then your prospective requests.

If you have any questions or comments regarding the funder worksheets, please contact our office at 415-561-6540.

ORGANIZATION FUNDERS

Grantseeker Name:
Proposal Date:
Fiscal Year (format MM/YY – MM/YY):

Funder Name	Program Name or General Support	Amount	Status *(Secured/ Pending/ Prospective)*	Date Decision Expected *(if applicable)*	Is this a past funder? *(Yes/No)*

PROGRAM FUNDERS

Grantseeker Name:
Program Name:
Proposal Date:
Fiscal Year (format MM/YY – MM/YY):

Funder Name	Program Name	Amount	Status *(Secured/ Pending/ Prospective)*	Date Decision Expected *(if applicable)*	Is this a past funder? *(Yes/No)*

Morris Stulsaft Foundation