# Growing XYZ in ABC County

2-3 sentences summarizing your project and why it is important.

## Rationale – Why this work is important

3-5 sentences that describe what problem you are trying to solve. Include some relevant data that demonstrates this problem exists. Include evidence that your strategy to address the problem is likely to be effective.

## Project Description – What we plan to do

Half a page on what specific activities you plan to do with the funding. How many people will you reach? Provide as many measureable outputs as you can, i.e., the number of people, classes, hours of instruction, events, etc. that will be made possible with additional funding. Include brief “who, what, when, where, how” details on what you will do. Consider using a bulleted list to make the information more visible.

## Organization – Why support ABC County/XYZ Program?

4-5 sentences on the program experience of your county or program, including scope and capacity. Briefly describe prior success, including evaluaton data if you have it. Briefly describe qualifications of personnel who will lead the project.

## Budget & Request

1-2 sentences that describe how the project is funded, i.e., what other organizations already provide funds to support this project. 1-2 sentences that make a specific request for funding or in-kind support (volunteers, donated space, etc.).

## Conclusion

Optional: 2 sentence conclusion that communicates why you are passionate about this project and seeking additional support.

Additional items to include, if possible:

* Photos of projects and participants
* Brief quotes from participants who have been positively affected

For more information, contact:

Name  
[address@missouri.edu](mailto:address@missouri.edu)  
573-555-5555