



Application for Proposed CATHE Program Support

Please complete the following sections fully. Incomplete applications will not be considered by the CATHE Board for review. Email or submit completed documents to The CATHE Center's ED at cathecenter@gmail.com. *Note: Electronic applications are preferred, but legibly printed, hand-written applications will also be accepted.*

Applicant Information:

Name of Business:

Name of Applicant:
(Responsible party)

Address:

City, State, Zip:

Telephones:
(Home)

(Work)

(Cell)

Email:

Website, if available:

Is your program an established 501(c)(3) entity? (This does not include scholarships programs, which are ancillary to your program). If not, please continue to the next section. If yes, please attach IRS documentation showing your status and complete the following.

Federal ID #: Date of Incorporation:

Population Served

Please check the **primary** service category of organization (check only one, note in "Other" if more and why):

Arts/Culture Health Human Services Civil/Economic Development Education Environment

Other (specify) _____

Please check the ages of the population(s) you are serving (check all that apply):

0-5 years 6-18 years generally youth (<18 yrs) generally adult (19+ yrs) 65+ years (seniors)

Other (specify) _____

Are special or disadvantaged populations served with your program offerings? If so, please detail here:

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Organization Information and Background (Note: If you are not submitting this application form electronically, please attach responses to this question.)

- Provide a brief summary of your program’s mission, goals, history, and major accomplishments, success stories and qualifications.

- Please share why you decided to pursue this project/program and whether it is a new or ongoing part of your organization.

- Who is your constituency? (To help us as we pursue potential grants applicable to your program, be specific about describing demographics such as race, class, gender, ethnicity, age, sexual orientation, and people with disabilities if applicable.) How will they be actively involved in your work and how do they benefit from this program and/or your organization?

- Show evidence of client and community support (e.g., letters of support or testimonials from prior patrons).

Project/Program Description

- Please elaborate on what you shared above by describing the proposed program to be hosted at the CATHE Center, how it relates to the CATHE’s mission, your capacity to carry out the program, and who will benefit from the program. Be specific about days of the week, hours, special resources required (if any) of the CATHE Center.

- Why have you chosen the CATHE organization as a venue for your program?

- What support will you need from the CATHE Center to help make your program successful?

- Describe the expected outcomes of your program and the indicators of those outcomes (i.e., how will you know if your program is successful and how will you measure it?).

- Outline the specifics of your strategy/methodology and timeline to be used in the development and implementation of the program.

- How do you plan to market your program to its intended population?
- How does your program enhance the existing services in the Burlington community?

Funding Considerations

- Describe plans for obtaining funding needed to carry out the project/program, including amounts requested of those funding the program. *Note: The CATHE Center will not fund the start-up of programs but will assist new programs with reduced maintenance rates and lower fees for the first three months of operation.*
- Aside from fundraising, how will this program/project generate funds on an ongoing basis to pay the administration/maintenance fees due to The CATHE Center monthly?
- If this is an existing program, list the top five funding sources of this project/program in the previous fiscal year, the current year, and those ending for the next fiscal year.