

# Using eGrant to apply to the Prince Charitable Trusts

To submit a proposal, use the [eGrant.net link here](#).

In addition to basic organization information, [eGrant.net](#) will ask you to provide:

1. A summary of your organization's mission and main activities (250 words or less)
2. A summary of the grant request (250 words or less)
3. The proposal narrative of 3-5 pages in length in Times New Roman 12 point type (as a .pdf attachment). The proposal should include:
  - a. A brief description of the history, purpose and activities carried out by your organization
  - b. A description of what you propose to do with Prince funding
  - c. A statement as to the need for support and what you intend to accomplish and how
4. **Sports-Based Youth Development (SBYD) and Violence Reduction proposals only** (others skip to #5): Please provide the following information for the most recently completed calendar, fiscal or school year (whichever makes most sense based on how your organization collects data)
  - a. Time period for data provided
  - b. Total number of youth (ages 12-24) your organization served
  - c. Please list up to five of the *primary* neighborhood(s) or area(s) of Chicago you serve
  - d. To the extent you collect this information provide percentages for youth who participated in your organization's primary program(s):
    - i. race(s)
    - ii. gender(s)
    - iii. age(s) or grades(s)
    - iv. **SBYD ONLY** - percent of youth who have family incomes at or below 200% of the federal poverty level or who attend schools where 75% or more of students are eligible for free and reduced price school lunch
5. A list of foundation and corporate supporters and the amounts contributed for the current and previous fiscal years (as a .pdf attachment)
6. Both current and previous year operating budgets (as .pdf attachments)
7. Both current and previous year project budgets, if applicable (as .pdf attachments)
8. A copy of the most recent audited financial statements (as a .pdf attachment)

9. A list of your board of directors (as a .pdf attachment)
10. Your organization logo in .jpg format (color is preferred, if available)
11. Photo illustrating your work in .jpg format.  
One photo is required. Up to two additional photos may be submitted. (color is preferred, if available). Please include photo credit. Only submit photos that we may use on PCT's website and/or Instagram feed. DO NOT SUBMIT PHOTOS IN .PDF FORMAT.
12. The URL link to your most recent Annual Report (if available)

The Trusts make grants only to charitable organizations that are exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code and are classified as public charities under Sections 509(a)(1) or 509(a)(2).

- The Trusts do not fund projects that promote or proselytize any religion. While we do fund the projects of faith-based organizations, those projects must be secular in nature.
- The Trusts do not fund organizations that discriminate on the basis of ethnicity, race, color, creed, religion, gender, national origin, age, disability, marital status, sexual orientation, gender identity, or any veteran's status.