

# 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:

## 2021 Guidelines for Environmental Program - Chicago

1. The proposal narrative of 2-3 pages in length in Times New Roman 12 point type (as a .pdf attachment). The proposal should include:
  - a. A snapshot of your organization today and expectations for the year ahead (e.g., structure, programs, planning efforts, leadership and governance, etc.)
  - b. For program proposals, a brief description of population served and anticipated delivery model for the coming year
  - c. A brief summary of significant changes in the organization budget and/or program budget compared to last year (e.g., major changes in revenue such as sources of support gained or lost; major changes in expenses lines, etc.)
  - d. One to two indicators of success (organizational or programmatic)
2. Grant Application Cover Sheet
3. Operating budget (current year) (as .pdf attachments)
4. Project budget (current year), if applicable (as .pdf attachments)
5. A copy of the most recent audited financial statements or Tax form 990 acceptable if audit not legally required. (as a .pdf attachment)
6. Your organization logo in .jpg format (color is preferred, if available)
7. Optional: 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.

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.

