



Office of
Congressman Jared Polis
 Colorado's 2nd District

Request for Grant Assistance Form

****Note: Congressman Polis' office does not have the ability to write grant applications; however, we can assist you in finding resources in the community to help you prepare your proposal.**

You may type directly in the form and submit to our office electronically.

APPLICANT	REQUESTED AMOUNT
PROJECT TITLE	TOTAL PROJECT COST

APPLICANT INFORMATION	
Lead Contact:	Title:
Email:	Phone:
Chief Executive:	Title of Chief Executive:
Email:	Phone:
Address:	City:
Zip:	Website:

ORGANIZATION TYPE (Check all that apply)		
Municipality	Higher Education: Public	Housing Authority
Joint Municipalities	Higher Education: Private	Other (please describe):
School: Private	Non-Profit 501(c)3	
School: Public	Non-Profit without 501(c)3	

GRANT INFORMATION*

Awarding Agency	
Grant Name	
Grant Number	
Grant Deadline	
Grant Officer's Name	
Email	
Telephone	

**Please note: Letters of Introduction will be sent directly to agency, with a copy sent to the grant applicant. If you have not yet applied for a grant, this section does not yet apply to you; we will revisit this section once you have prepared your grant proposal.*

TYPE OF ASSISTANCE REQUESTED (Check all that apply)		
	Proposal writing resources	Grant writing resources
	Connecting with an agency grant officer to discuss a grant opportunity	Agency contact for pre-review of application
	Finding specific grant opportunities	Letter of Introduction from Congressman Polis
	Determining a grant open date	Check status of pending grant application
	Obtaining a specific grant application	Other:

PLEASE DESCRIBE THE ORGANIZATION'S MAIN ACTIVITIES AND LOCAL, REGIONAL OR NATIONAL SIGNIFICANCE:

PROJECT INFORMATION
1. Please provide a brief summary of your project (150 words max):
2. Where will the funding be utilized? (Name of city or town/Statewide/Nationwide) Please be as specific as possible.
3. Why is the project a worthwhile use of taxpayer funds?
4. How will this project significantly benefit your community and Colorado as a whole?
5. Why is federal support for this project needed?

REQUIRED DOCUMENTS	
1. A one page overview of the project sought to be funded, including how you intend to use funds if you are awarded a grant.	
2. At least one letter of support from a state or local official indicating why this project is important to the community.	
3. Please feel free to submit a suggested draft letter of support for our guidance.	

PROGRESS OF APPLICATION	
So that we can better assess your grant needs, please indicate which of the following you have completed:	
Prepared proposal/grant package	Received a letter of support from other organizations
Identified specific grants	Determined grant open date
Identified who to apply to (Local, State, Fed)	Obtained agency grant package
Registered with GRANTS.GOV	Talked to a grant officer
Developed community relationships	Grant application pre-reviewed by agency
Received a letter of support from state or local official (please attach)	Submitted grant application to agency

For any questions or concerns please feel free to contact Mara Brosy-Wiwchar at mara.brosy-wiwchar@mail.house.gov or by calling (970) 226-1239. You may also refer to the grant section on our website at www.polis.house.gov for tips, ideas, and resources in the community.

**We do request you submit letter of support requests at least *one week* before the grant deadline.
Best of luck!**