General Grant Checklist

(For Any Beatty Project)

When applying for any grant, we will need the following from you:

1. Proof You Are a Real Organization

One of the following:

- Non-profit or tax-exempt letter
- Business registration
- Government agency paperwork

This shows the grant who you are and that you're legit.

2. Proof You Control the Property

One of these:

- Property deed
- Lease or use agreement
- Written permission from the land owner

This proves you are allowed to build, install, or improve whatever the grant is paying for.

3. A Simple Support Letter from the Land Owner

A short letter from whoever owns the land or building saying:

"We support this project."

That's it — one page, no legal drama.

4. Cost Estimates

At least one written quote showing:

- What is being purchased or built
- What work will be done

- How much it costs

This tells the grant how much money to request.

---

5. Photos of the Location

We need:

- At least **2 outside photos**
- At least **2 inside or close-up photos** (if applicable)

This lets the grant board see what they're helping.

---

6. Project Description

A short paragraph explaining:

- What you want to do
- Why it's needed
- Who it helps

Plain English is perfect.

---

7. Contact Person

We need:

- Name
- Phone number
- Email
- Mailing address

This is who the grant people call if they have questions.

---

8. Any Partners or Helpers

If anyone is helping with:

- Money
- Labor
- Materials
- Services

We need their name and what they're providing.