



## Grant Request Form

Thank you for your interest in submitting a Home Builders Foundation Fund grant application. We encourage you to thoroughly review our [foundation's priorities](#) prior to filling out the application. Broadly, the HBA Foundation Fund's goals encompass three main areas:

- Increasing career opportunities in the skilled trades by supporting educational programs and job training resources related to the construction industry
- Support the revitalization of Kansas City area communities
- Charitable causes, such as human services like transitional and supportive services and housing

Please fill out the information below for consideration.

Organization Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Job Title: \_\_\_\_\_

Website: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_



**HOME BUILDERS ASSOCIATION**  
OF GREATER KANSAS CITY

600 E. 103<sup>rd</sup> St. Kansas City, MO 64131 | 816-942-8800 | [www.kchba.org](http://www.kchba.org)



**Eligibility Requirements**

To determine whether your organization or project is eligible to submit a proposal, please provide the following:

US Federal Taxpayer Identification Number (TIN): \_\_\_\_\_

Organization Type: \_\_\_\_\_  
(The type or category that best describes your organization)

Geographic Area Served: \_\_\_\_\_  
(The geographic area that best describes the location of the population your request targets)

Focus Area: \_\_\_\_\_  
(The focus area that best describes your request: educational, community development/redevelopment or other charitable request)

Population/Age Served: \_\_\_\_\_  
(The characteristics of the population of your request)

Percentage of Revenue Spent on Programs Relative to Overhead: \_\_\_\_\_

Type of Support: \_\_\_\_\_  
(Type of funding requested: operation support, project support, etc.)





**Grant Proposal**

Please provide the following information to assist the Foundation Committee in better understanding your request.

Mission Statement: \_\_\_\_\_

\_\_\_\_\_

Affiliate Organization Information: \_\_\_\_\_

(Please indicate if your organization is an affiliate of another organization; include the name of that organization)

Operating Expenses and Year: \_\_\_\_\_

(The operating expenses for your organization and the year for which this number is reported)

Revenue and Year: \_\_\_\_\_

(The incoming revenue for your organization and the year for which this is reported)

Project Budget: \_\_\_\_\_

(The overall budget or cost for the project associated with this request)

Funding Amount Requested: \_\_\_\_\_

(The amount you are requesting from the HBA Foundation Fund)

Problem Statement: \_\_\_\_\_

(Define the problem or issue you are working to address)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





Project Description: \_\_\_\_\_  
(Provide a summary of how the grant, if received, would address the problem)

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Request Summary: \_\_\_\_\_  
(Provide a brief description of how the funding requested will be used. Be specific about what the solicited HBA grant will fund)

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Success Factors: \_\_\_\_\_  
(Summarize the goals of your program and how you will measure the project's success. Please provide data, numeric evidence and metrics, if possible)

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Number of persons expected to be served or impacted with this grant: \_\_\_\_\_





Expected beginning and end date of this project: \_\_\_\_\_

Please list any other funding sources that will support this project: \_\_\_\_\_

In addition, please submit a letter of IRS charitable status approval and any marketing materials about your organization to help the committee better understand your organization and its mission.

Submit your application and any other materials to Kari English at [kari@kchba.org](mailto:kari@kchba.org). For questions, please call 816-942-8800 and ask to speak with Kari.

The Home Builders Association's Foundation Fund Committee meets twice a year to review requests. If it is determined that the proposed project is aligned with the mission of the Foundation, you will be notified by a member of the Home Builders Association Foundation Committee or a KCHBA staff member.

Thank you for your request!

