



## Capacity Building Application Attachment Checklist

**The Foundation's online application process requires that you upload specific attachments with your proposal. You will not be able to submit your proposal if required attachments are not included in your final submission:**

Project Budget Worksheet

*(If applicable, this Excel spreadsheet may be downloaded directly from the application. For further instruction on how to fill out this budget, [watch this tutorial video.](#))*

IRS Determination Letter

*(Upload a copy of your organization's IRS Determination letter)*

Organization Annual Budget

*(Include your organization's most recent budget for this fiscal year)*

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**Before submitting your application, we suggest that you either obtain electronic versions of the documents or scan them into separate PDF documents. Instructions for uploading attachments are included in the online application form.**