**“Traditional” Proposal Outline**

* Opening/request
* Need/opportunity
* Goals/objectives
* Project plan (steps, timeline, staffing)
* Evaluation
* Sustainability
* Organizational capacity
* Conclusion

**Natan Fund**

Please describe your program.

List 3-5 benchmarks you will use to measure your success.

**Covenant Signature Grant**

* **Statement of Need**. Document the need for the proposed project. Statements of need must be supported by consideration of available research. Where possible, applicants should provide statistical or numerical data. Avoid using conjecture or opinion.
* **Description of the Project**. Include specific activities (i.e. recruitment, hiring, marketing, courses, sessions, or curriculum development). What, specifically, will be done during the course of the project, who will do it, and in what order?
* **Project Timeline.** Include a timeline for the proposed project with approximate dates, outcomes, deliverables, major activities, and milestones.
* **Intended Results**. Document the specific, measurable, attainable results or outcomes of the proposed project. Indicate which results are likely to be attained in the short, intermediate, and/or long terms. Specify the likely indicators and evidence that will be used to measure the proposed project’s success.
* **Innovation**. Explain, using concrete examples, the innovative aspects of the proposed project and how it differs from similar existing programs. In what way does the proposed project represent an innovation in current practice?
* **Challenges/Pitfalls.** What are the biggest challenges you anticipate facing in executing your project? Consider the contextual factors that are likely to impede progress toward your goals and explain how you plan to account for and overcome them.
* **Contribution to the Field.** Describe the potential contributions of the project to the field of Jewish education (i.e. if the project is successful, how might other Jewish educational institutions and organizations benefit from your experience in ways that would enable them to improve their own programs?).
* **Staff.** List the project staff and institutions involved, including any outside partnering institutions.
* **Mission Relevance**. Discuss the relationship of the proposed project to the overall activities and mission of your organization.
* **Organizational Capacity**. Describe and provide evidence of the applicant’s ability to execute the proposed project.
* **Sustainability**. If the proposed program is to continue after the grant period ends, indicate the plans for sustainability.

**Nathan Cummings Foundation**

**Proposal Narrative:** Please address the following questions in a proposal narrative (three pages or fewer):

1. Define the problem or issue you are proposing to address.
2. How would you use NCF funding to implement activities that would address this challenge?
3. What would be different in the context of your work as result of the proposed grant activity? Please explain the anticipated outcomes. How would your organization measure success? What indicators of progress would you use to know your work is proceeding as planned?
4. Please provide a brief analysis of trends in the field that impact your work. We encourage you to highlight funding trends, shifts in public policy, changes in the efforts of peer organizations, allies and key partners in the field that are doing similar work, as well as, organizations with competing viewpoints.
5. Provide an analysis of risk factors that might impact the success of this effort or influence the planned activities. What factors might disrupt your proposed plans? What unknown considerations raise concern about the viability of your proposed efforts? What strategies would you use to mitigate the identified potential risk(s)?