

Sample Business Proposals



DOE Federal Government Grant Proposal

The complete sample is 31 pages long and was written using these Proposal Pack templates:

Cover Sheet, Title Page, Table of Contents, Abstract, Needs Assessment, Significance, Project Background, Project Methods, Activities, Design, Project Management, Time Line, Evaluation, Resources, Credentials, Partnerships, Resume, Policies, Benchmark Results, Commitment Letters, Collaboration Letters, Worksheet



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APPLICATION FOR FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: Application Construction		2. DATE SUBMITTED	Applicant Identifier
Pre-application Construction		3. DATE RECEIVED BY STATE	State Application Identifier
Non-Construction Non-Construction		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5. APPLICANT INFORMATION

Legal Name: John Simpson	Organizational Unit: Non-Profit Foundation
Address (give city, county, state, and zip code): 5 Money Street, Redmond, WA 09852	Name and telephone number of the person to be contacted on matters involving this application (give area code)

6. EMPLOYER IDENTIFICATION NUMBER (EIN):	7. TYPE OF APPLICANT: (enter appropriate letter in box)																										
<table border="1"> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td></td><td></td><td></td> </tr> </table>	1	2	3	4	5	6	7	8	9				<table border="1"> <tr> <td>A. State</td><td>H. Independent School Dist.</td> </tr> <tr> <td>B. County</td><td>I. State Controlled Institution of Higher Learning</td> </tr> <tr> <td>C. Municipal</td><td>J. Private University</td> </tr> <tr> <td>D. Township</td><td>K. Indian Tribe</td> </tr> <tr> <td>E. Interstate</td><td>L. Individual</td> </tr> <tr> <td>F. Inter-municipal</td><td>M. Non-Profit Organization</td> </tr> <tr> <td>G. Special District</td><td>N. Other (Specify):</td> </tr> </table>	A. State	H. Independent School Dist.	B. County	I. State Controlled Institution of Higher Learning	C. Municipal	J. Private University	D. Township	K. Indian Tribe	E. Interstate	L. Individual	F. Inter-municipal	M. Non-Profit Organization	G. Special District	N. Other (Specify):
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G. Special District	N. Other (Specify):																										
8. TYPE OF APPLICATION:	9. NAME OF FEDERAL AGENCY: U.S. Department of Education																										
<table border="1"> <tr> <td>New</td><td>Continuation</td><td>Revision</td> </tr> </table>	New	Continuation	Revision																								
New	Continuation	Revision																									
If Revision, enter appropriate letter(s) in box(es):																											
<table border="1"> <tr> <td>A. Increase Award</td><td>B. Decrease Award</td><td>C. Increase Duration</td> </tr> <tr> <td>D. Decrease Duration</td><td>Other (specify):</td><td></td> </tr> </table>	A. Increase Award	B. Decrease Award	C. Increase Duration	D. Decrease Duration	Other (specify):																						
A. Increase Award	B. Decrease Award	C. Increase Duration																									
D. Decrease Duration	Other (specify):																										

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:					
<table border="1"> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td> </tr> </table>	1	2	3	4	5	Criteria for Resources Used by People With Disabilities
1	2	3	4	5		
TITLE:						

12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.): Boston, MA

13. PROPOSED PROJECT:	14. CONGRESSIONAL DISTRICTS OF: MA 04				
<table border="1"> <tr> <td>Start Date 00/00/0000</td> <td>Ending Date 00/00/0000</td> </tr> </table>	Start Date 00/00/0000	Ending Date 00/00/0000	<table border="1"> <tr> <td>a. Applicant Non-Profit Foundation</td> <td>b. Project</td> </tr> </table>	a. Applicant Non-Profit Foundation	b. Project
Start Date 00/00/0000	Ending Date 00/00/0000				
a. Applicant Non-Profit Foundation	b. Project				

15. ESTIMATED FUNDING:	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?																	
<table border="1"> <tr> <td>a. Federal (Year One)</td><td>\$500,000.00</td> </tr> <tr> <td>b. Federal (Year Two)</td><td>\$500,000.00</td> </tr> <tr> <td>c. Federal (Year Three)</td><td>\$500,000.00</td> </tr> <tr> <td>d. Federal (Year Four)</td><td>\$500,000.00</td> </tr> <tr> <td>E Total Federal</td><td>\$2,000,000.00</td> </tr> <tr> <td>F Total Cost Share</td><td>\$3,300,000.00</td> </tr> <tr> <td>g. TOTAL</td><td>\$5,300,000.00</td> </tr> </table>	a. Federal (Year One)	\$500,000.00	b. Federal (Year Two)	\$500,000.00	c. Federal (Year Three)	\$500,000.00	d. Federal (Year Four)	\$500,000.00	E Total Federal	\$2,000,000.00	F Total Cost Share	\$3,300,000.00	g. TOTAL	\$5,300,000.00	<table border="1"> <tr> <td>a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:</td> <td rowspan="2"> Population directly benefiting from this Project includes: online learning industry, technology developers, content providers, postsecondary institutions, and social service agencies providing assistance to people with disabilities. </td> </tr> <tr> <td>DATE</td> </tr> </table>	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:	Population directly benefiting from this Project includes: online learning industry, technology developers, content providers, postsecondary institutions, and social service agencies providing assistance to people with disabilities.	DATE
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DATE																		
	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?																	
	<table border="1"> <tr> <td>Yes</td> <td>If "Yes," attach an explanation.</td> <td>No</td> </tr> </table>	Yes	If "Yes," attach an explanation.	No														
Yes	If "Yes," attach an explanation.	No																

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED		
a. Typed Name of Authorized Representative	b. Title	c. Telephone number
d. Signature of Authorized Representative		e. Date Signed

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Date: 00/00/0000

Name: John Simpson

Title: Vice President for Finance & Administration

Organization: Non-Profit Foundation

Address: 5 Money Street
Redmond, WA 09850

Telephone: (425) 000-0000

Fax: (425) 000-0000

Project Purpose: To develop and promote open access specifications and support the execution models that assist people with disabilities seeking access to learning resources.

Grant Request: \$2,000,000.00

Cost Sharing: \$3,300,000.00

Total Request: \$5,300,000.00

Project Timeline: 00/00/0000 to 00/00/0000

Partners: Blackboard.com; JZZ Learning Company, Educational Testing Service, IBM, Oracle, Pearson Learning Resources, Microsoft Corporation, Virtual Schools.

Non-Profit Foundation
5 Money Street
Redmond, WA 09850
(PH) (425) 000-0000
(FX) (425) 000-0000

Project

Criteria for Learning Resources Used by People with Disabilities

Prepared for: U.S. Department of Education
Fund for the Improvement of Postsecondary Education (FIPSE)

Prepared by: John Simpson
Vice President for Finance & Administration

Description

Our partnership seeks to create develop and support open access specifications and execute models which people with disabilities will have access to distributed learning. The specifications will involve the entire community of payers and providers of learning resources. Project activities are designed to impact learning environments and demonstrate impact on accessibility for the disabled.

CFDA #: 00.000

Disclaimer: The proposal is an “artificial document” created for demonstration purposes only. It is not intended as actual government grant application and should not be used as one.

Abstract

The partnership created among nonprofits, corporations, schools, colleges, universities, social service agencies, hospitals, and technologists involves a four year initiative focused on distributed learning. The collaborative worked to develop, promote and evaluate open access specifications and encourage the execution of models which enabled people with disabilities to access distributed learning resources. The entire community is affected by this work and project activities are focused on demonstrating results with the online learning resources available at multiple locations around the community.

The Non-Profit Foundation, JZZ Learning Corporation, IBM, Microsoft, Blackboard.com, the Library of Congress and others will lead the project. Guided is also being given by industry partners focused on providing learning solutions for the disabled. The Educational Testing Service (ETS) will serve ad an advisor, along with Pearson Learning Solutions, Sun Microsystems, Oracle, and Virtual University.

Plans are for the solutions developed to serve the online learning industry, especially technologists, developers, curriculum developers, and platform designers. Solutions are aimed at providing benefit to the nation's 34 million disabled persons.



S A M P L E

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