

Application Form

Please review the accompanying **Applicant Guidelines** before filling out your application. Applications will be reviewed immediately following each quarterly submission deadline, with responses provided within 30 days of their deadline. Contact [Harry Podolsky](#) if you require assistance on your application. His contact information is provided at the bottom of the following page.

Project Title:

Applicant:

(Note: Applicant cannot be an individual. See Applicant Guidelines for eligible applicants)

Project Coordinator (Individual who will oversee the grant):

Phone Number:

Email:

Mailing Address:

Community Partners, if relevant:

Project Duration:

Estimated number of participants:

Estimated percentage of community impacted:

Total Budget:

Amount Requested:

Note for applications submitted by individuals: If funds are being issued directly to an individual for a project, they must be provided as a reimbursement rather than a grant award in advance. **Receipts will be required in order for individual expenses to be reimbursed.**

Other funding sources (if applicable): If your project requires additional funding, please list any received, pending, or anticipated funding sources below. If match is required, list match amount.

Application Narrative

In an attached narrative, answer the questions below separately. If you have any questions, please contact Harry. **Maximum length: three pages.**

1. Describe the local need that your project will address and how this need relates to your organization's larger educational goals and mission.
2. Describe the project. What are the goals, strategies, specific activities, and timeline?
3. Please estimate the project's impacts, addressing each of the following three areas (examples are included as sub-bullets):
 - Educational Benefits
 - Increased energy literacy for a range of ages
 - Increased understanding of how to develop and implement a project
 - Community Benefits
 - Energy cost reductions
 - Increased comfort or usability of buildings
 - Increase in local environmental stewardship
 - Intergenerational connections
 - Environmental Benefits
 - Projected energy savings (kWh or Btus)
 - Greenhouse gas reductions (lbs. or tons of CO₂)

Additional Documents

Project budget should be inputted into the provided Excel sheet. Statements of support may be attached to the application. Please include each as an individual .pdf. **Note:** Spark! Fund recipients agree to allow the Island Institute to publish information about their projects in fundraising materials as well as publications.

Applicant's Signature _____ Date _____

Printed Name _____

If a fiscal agent will be administering the funds on behalf of the applicant, a signature from that entity acknowledging this responsibility is required.

Title and Organization _____

Fiscal Agent's Signature _____ Date _____

Please submit application via email to hpodolsky@islandinstitute.org, or mail to:

**Harry Podolsky | Community Energy Associate | Island Institute | PO Box 648 Rockland, ME
04841 | Phone: 207.475.8185**