



# ***UNICO FOUNDATION***

Italian American Culture & Heritage ~ Educational ~ Charitable  
*"Service Above Self"*

## **GRANT APPLICATION FORM RALPH TORRACO FOOD BANK/SHELTERS FUND**

The Ralph Torraco Food Bank/Shelters Fund is administered by the UNICO Foundation. Funds are available to community established programs that provide food and shelter to those in need.

Those eligible to receive funds must be a *non-profit* organization such as a Food Pantry or Soup Kitchen, a Shelter that serves people in need or an Agency that supports communities through rescue efforts.

The program should not be located in a private home, and must meet all local and State health department regulations. The program should have an established track record of providing food and shelter to low-income clientele. Food Pantries, Soup Kitchens or Shelters should use 100% of the grant to purchase food or provide shelter not for operating or salary costs. The program must be located in the United States and serve people in the United States.

### **Instructions**

- ◆ Please complete the Organization Information and answer all Questions. You may either print neatly or type using no less than a 10-point font size. Please do not include any materials other than those specifically requested at this time.
- ◆ Mail ONE copy to:

**Torraco Food/Shelter  
UNICO Foundation  
271 US Hwy 46 West  
Suite F-103, Fairfield, NJ 07004**

**Applications are accepted for consideration prior to the Board of Trustee meetings which are held in March and July/August of each year**

***Incomplete Applications will not be considered***

**THANK YOU**

**UNICO National Foundation**  
271 US Hwy 46 West Suite F-103, Fairfield, NJ 07004  
(973) 808-0035, Fax: (973) 808-0043 [www.unico.org](http://www.unico.org)

**GRANT APPLICATION FORM**  
**Ralph Torracco**  
**FOOD BANK/SHELTERS FUND**  
**REQUIRED ORGANIZATION INFORMATION**

Date of application: \_\_\_\_\_

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

*Legal name of organization to which grant would be paid:*

\_\_\_\_\_

Address of organization: \_\_\_\_\_

\_\_\_\_\_

Telephone number: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Is your organization an IRS 501(c)(3) not-for-profit? \_\_\_\_\_ Or affiliated herewith (yes/no): \_\_\_\_\_

*If no, you are ineligible for a grant from UNICO Foundation, Inc.*

**Name of Affiliated 501(c)(3) Organization** *(for example; name of Diocese, Church or National affiliate).*

\_\_\_\_\_

Name of Program: \_\_\_\_\_

Grant request: \$ \_\_\_\_\_ (amount available is from \$500 to \$2,500)

Check  one: Food support: \_\_\_\_\_ Shelter support: \_\_\_\_\_

Purpose of Grant: \_\_\_\_\_

\_\_\_\_\_

Total organizational budget (current year): \$ \_\_\_\_\_

Total project budget \$ \_\_\_\_\_

UNICO Foundation use only:

Certified to Completeness: \_\_\_\_\_

Signature of UNICO National Administrator



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**NARRATIVE** – You’re most welcome to include a description on your organization and program:  
(One-page maximum)

A. Introduction and Background of Organization

1. Brief description of history and mission
2. Describe your current programs and activities
3. Please describe the geographic area that you serve.
4. Please list other organizations serving the same area.
5. Number of paid full-time staff; number of paid part-time staff; number of volunteers involved in your program.

**Attachments**

- ◆ Budget for this program
- ◆ A list of other foundation, organizations and corporate supporters with amounts received for your current and most recent fiscal year.
- ◆ List of foundation, corporations, and others that you are soliciting for funding of this program.
- ◆ A copy of your most recent IRS letter indicating your agency’s tax exempt status or if you don’t have one, provide the name of the organization that you are affiliated with  
(for example; name of Diocese, Church or National affiliate).
- ◆ A list of your Board of Directors.

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