



Lakewood
Full of Possibilities.

2026 City of Lakewood/Lakewood Legacy Community Grant Application

This document is provided as a working sample to help you prepare your online application.

**All applications must be submitted via the online form at
<https://www.lakewoodco.gov/City-Hall/Departments/City-Managers-Office/Community-Grant-Program>**

Key Dates:

Application Deadline: March 31, 2026 at 5 p.m.

Award notifications: June 2026

Grant Term: July 1, 2026 - June 30, 2027

Amount:

Applicants may request any amount; however, we recommend requests not exceed \$5,000 to allow for wider distribution of funds.

Application Questions

Application Date

Eligibility Criteria – check to confirm:

- Organization is a 501(c)(3) nonprofit
- Organization is registered as a Colorado nonprofit organization and has a current Certificate of Good Standing from the Colorado Secretary of State
- Organization has a principal place of business in Jefferson County, Colorado
- Grant request is for services that support Lakewood residents
- Request is not for an event or conference

Sample Application Only – Not for Submission

Organization Summary

*Required field

- Legal name of organization *
- Doing business as (if applicable)
- Mailing Address *
- Street Address or PO Box
- Address line 2
- City, State & ZIP code *
- Physical Address (if different than mailing address and not confidential)
- Street address
- Physical Address line 2
- Physical Address City, State & ZIP code
- Website
- Name of CEO or Executive Director *
- Name of person submitting application *
- Title of person submitting application *
- Phone Number
- Email Address
- Year Founded *
- Employer Identification Number (EIN) *
- Mission Statement * (Maximum 750 characters)
- Geographic Area Served * (Maximum 500 characters)
- Number of individuals served by organization annually * (*Enter the total number of people your organization serves annually, not just Lakewood residents or those served by the program/ project for which you are requesting funding*)
- Number of Lakewood residents served by organization annually *

Grant Request Financial Information

We are applying for (choose one):

- General Operating Support

Sample Application Only – Not for Submission

- Project/Program-specific funding

Amount of grant request: *\$

Provide a brief description of the organization, program or project for which you are requesting funding. If you are requesting general operating funds, this will be a description of all the services your organization provides. *

(Maximum 3,000 characters)

Budget

Organization Annual Operating Budget: *

Upload a spreadsheet with the total annual operating revenue and expenses for your organization. (This will be used as your project budget for general operating requests.)

Max file size: 50 MB

PDF, XLS, XLSX, DOC files accepted

Project/Program Budget:

If you are requesting program/ project funding, please also upload a budget spreadsheet with specific details of the revenues and expenses for the program or project.

Max file size: 50 MB

PDF, XLS, XLSX, DOC files accepted

Narrative

1. Organization Background & Experience: *

- Summarize your organization's history and experience providing services.

Maximum 4000 characters

2. Community Need: *

- Describe the specific community need or issue this program/ project addresses.

- Explain why your organization is undertaking this work at this time.

Maximum 4000 characters

3. Community Benefits: *

- Describe how your organization/ program/ project benefits Lakewood residents.
- Be as specific as possible including numbers served, demographic profiles of those served, and data or evidence demonstrating the program’s effectiveness.

Maximum 4000 characters

Attachments

Attachments accepted in the following formats: .pdf, .doc, .docx, .xls, .xlsx

Maximum file size: 50 MB

1. Proof of 501(c)(3) tax-exempt status (IRS letter)

2. Current Certificate of Good Standing from Colorado Secretary of State

How to download your Certificate of Good Standing:

1. Go to the Colorado Secretary of State – Business Search page at www.sos.state.co.us/pubs/business/businessHome.html
2. Under “Services,” click “Certificate of good standing”

3. Anti-discrimination Policy Ratified by Board of Directors