

# Home Runs for Heroes Grant Guidelines



## WHAT YOU WILL NEED BEFORE YOU BEGIN:

To make completing your online application easier, it will be helpful for you to save key documents, in separate files, to a place on your computer where they will be easily accessible for uploading or reference. These include:

- Board of Directors List
- Charitable Registration Number - if required, see application for more detail.
- Independent Auditor's Report - if required, see application for more detail.
- IRS Form 990

## 4 SIMPLE STEPS TO APPLY:

**STEP 1** To start a new application go to:  
[https://www.grantrequest.com/SID\\_372?SA=SNA&FID=35038](https://www.grantrequest.com/SID_372?SA=SNA&FID=35038)  
(You may also request a direct link to the application by sending an e-mail to [info@oceanfirstfdn.org](mailto:info@oceanfirstfdn.org))

*OR*

To return to an application already in progress go to:  
[http://www.GrantRequest.com/SID\\_372](http://www.GrantRequest.com/SID_372)

**STEP 2** Follow the directions to sign in. If you are signing in for the first time, you'll be prompted to create a user account.

**STEP 3** Enter your organization's nine-digit Tax Identification Number (do not use dash)

**STEP 4** Complete the required fields on the application form and upload the required attachments. When you are satisfied with your request, hit the "Review and Submit" button. After you have completed a final review, hit "Submit" one final time. You will receive a confirmation message that your application has been submitted. If you don't see this message then your request has not been submitted.

## EXTRA TIPS:

- Samples of the required documents can be found on our website [www.oceanfirstfdn.org](http://www.oceanfirstfdn.org) under **Ideas & Resources**.
- Like OceanFirst Foundation on Facebook and follow us on Twitter to get alerted to upcoming opportunities and news.