

## Instructions for completing Crystal Fund Grant Application

### Application Components

- Guidelines
- Grant Application (Applicant Component)
- Grant Application (Agency Component)

### Guidelines

Read the guidelines carefully. Assure that the qualifications are met in terms of geographical location, individual criteria, application deadlines, and procedures are met.

Submit materials to the address listed on the application. Any questions can be directed to Travel Alive [info@travelalive.com](mailto:info@travelalive.com), or 7008-434-0448.

### Crystal Charitable Fund Grant Application – Applicant Component

This section should be completed by the applicant and his or her family. Write only on one side of the application and attach additional sheets if more space is needed to answer any question.

The applicant does not have to fill out the first section on page two that begins with “Grant amount request” – Travel Alive will complete that section.

Answer the essay questions at the bottom of page two as completely as possible. Attach extra pages if necessary.

### Crystal Charitable Fund Grant Application – Agency Component

This section should be completed by the organization (school, neighborhood association, club, etc.) that is recommending the person for the grant. Write only on one side of the application and attach additional sheets if more space is needed to answer any question.

The agency does not have to fill out the second and third sections of page 1 that begin with “Grant amount request” and “Total cost of program” – a Travel Alive representative will complete those sections.

Answer the essay questions at the bottom of page two as completely as possible. Attach extra pages if necessary.

Email questions about the application to **[info@travelalive.com](mailto:info@travelalive.com)**, or call **708-434-0448** or **866-380-3042**.