2026-2027 Letter of Intent

1. SkillBuilders Fund Letter of Intent

The SkillBuilders Fund Letter of Intent will close on Monday, June 29th at 5:00 pm CST.

After careful review, organizations whose projects best fit the SkillBuilders Fund funding priorities will be invited via email to submit a full application due by Friday, September 4th, 2026.

Please be aware that the grant system does not allow you to save your Letter of Intent application and return to it. However, a PDF version of the LOI is available HERE for viewing prior to the start of your application process.

2026-2027 Letter of Intent

2. **Eligibility Quiz**

* 1. What Geographical Area will your program primarily serve?

- ◯ Kansas City Area
- ◯ Outside Kansas City Area

* 2. Whom will your program exclusively serve?

- ◯ Women and/or Girls
- ◯ Other/Not Women and/or Girls
- ◯ Program is co-ed

* 3. Are you a 501c(3) organization?

- ◯ Yes
- ◯ No

SKILLBUILDERS FUND

2026-2027 Letter of Intent

3. Organization Information

4. General Information

Organization Name	
Address	
City/Town	
State/Province	
ZIP/Postal Code	
Tax ID	
Phone Number	

5. Mission of Organization (100 word limit)

6. Describe your organization (300 word limit)

7. Organization Primary Contact (Executive Director, President, CEO)

First and Last Name	
Title	
Email Address	
Office Phone	

8. Grant Application Contact (Development Director, Grant Writer, etc.)

First and Last Name	
Title	
Address	
Email Address	
Office Phone	

9. Organization Financial Contact (if applicable)

First and Last Name	
Title	
Email Address	
Office phone	

SKILLBUILDERS FUND

2026-2027 Letter of Intent

4. Project Information

Please note - funding is awarded late 2026 for projects operating in 2027.

10. Project Title

11. Project Area (choose one primary area only)

- ◯ Education
- ◯ Employment
- ◯ Life Skills

Other (please specify)

12. Project Description (500 word limit)

13. Type of Project. (Choose all that apply) (See below for definition of terms)

- ◯ Career Readiness/Job Preparation
- ◯ Character Development
- ◯ College Preparation/Readiness
- ◯ Leadership Networking, Development and Training
- ◯ Youth Development

Other (please specify)

Definition of Terms:

Career Readiness /Job Preparation

Career Readiness is the process of preparing students of any age with the essential skills they need to find, acquire, maintain, and grow within a job. It is the education subject area that prepares students with the information they need to succeed when they're entering the job market.

Job Preparation is the proceeding, action or process by which one prepares for obtaining a job.

Character Development

Character Development refers to the development of a conscience, moral concepts, religious values, and social attitudes. It is teaching values, attitudes, mindset, and skills that help persons become socially acceptable beings. This can include social and emotional learning, moral reasoning and cognitive development, life-skills education, health education, violence prevention, critical thinking, ethical reasoning, fostering self-confidence, enhancing self-esteem, conflict resolution and mediation. It means assisting persons to reach their highest development and understanding of the traits of citizenship, trustworthiness, respect, responsibility, fairness and caring for others.

College Preparation/Readiness

College Preparation is the level of preparation a student needs to succeed – without remediation – in credit-bearing general education courses or a two-year certificate program.

College Readiness can be defined operationally as the level of preparation a student needs in order to enroll and succeed - without remediation - in a credit-bearing general education course at a post-secondary institution that offers a baccalaureate degree or transfer to a baccalaureate program.

Leadership Networking, Development and Training

Leadership Networking is developing and using your networks in a way that builds relationships and strengthens alliances in service of your organization's work and goals. A robust leadership network helps provide access to people, information, and resources.

Leadership Development refers to activities that improve the skills, abilities and confidence of leaders. Coaching and mentoring are two forms of development often used to guide and develop leaders.

The purpose of **Leadership Training** is to make leaders competent to function effectively and manage and influence the employees.

Youth Development

Youth Development is a process that prepares a young person to meet the challenges of adolescence and adulthood and achieve his or her full potential. Youth development is promoted through activities and experiences that help youth develop social, ethical, emotional, physical, and cognitive competencies.

14. What type of evaluation or assessment, if any, do you plan to use to support the learning and accountability needs of your proposed project?

- ◯ Internal Evaluation (performed by program staff)
- ◯ External Evaluation (performed by external, third party vendor)
- ◯ Both
- ◯ Neither

15. In what state is your proposed project operated?

- ◯ Kansas
- ◯ Missouri
- ◯ Both

16. Type of Support Requested (Choose all that apply)

- ◯ General Operating Support
- ◯ Program Support
- ◯ Research
- ◯ Scholarships/Internships

Other (please specify)

17. Requested Amount

18. Annual Operating Budget

19. Total Project Expenses (this amount should reflect the entire project expenses, not just the portion of the project expenses that is your request to SkillBuilders Fund.)

20. Project Start /End Date - must be in 2027 calendar year

Start

Date

MM/DD/YYYY

End

Date

MM/DD/YYYY

SKILLBUILDERS FUND

2026-2027 Letter of Intent

5. Demographics of 2027 Participants

21. Total number of women/girls who will be served in this project in 2027.

22. Age Range of 2027 Participants (women/girls) served. (As an estimated percentage)

Grade K-5 girls	
Grade 6-8 girls	
Grade 9-12 girls	
Women	

23. Ethnicity of 2027 Participants (As an estimated percentage)

African American	
Asian American	
Caucasian	
Hispanic/Latino	
Native American	

24. Special Life Challenges of 2027 Participants

- ◯ Underemployed or Unemployed
- ◯ Economically Disadvantaged (Medicare eligible for adults, Free/reduced lunch for children)

Other (please specify)