 ORGANIZATION SUPPORT APPLICATION

 COVER PAGE

**Applicant Data**

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

Contact Person Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State\_\_ NC\_\_\_ Zip\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

County Cabarrus

Contact Telephone (w)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(h)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(cell)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

fax\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_e-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_website\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Applicant Attachments**

Please use this checklist to make sure you have completed your application properly. Collate your ten packets with paper clips on three-hole punch paper in the order below:

\_\_\_Completed Application Cover Page, original and 9 copies

\_\_\_Completed Application Summary Page, original and 9 copies

\_\_\_Narrative (2-4 single-sided pages), 10 copies

\_\_\_Budget 2016-2017, 10 copies

\_\_\_Latest detailed financial report 2016-2017, 10 copies

\_\_\_Copy of 2015-2016 audit if annual budget is $125,000 or more

\_\_\_Annual income statement (budgets of less than $125,000), 1 copy

\_\_\_Names, addresses, emails, phone numbers and affiliations of Board of Directors, 10 copies

\_\_\_ IRS tax determination letter, 1 copy

\_\_\_Organization By-Laws, 1 copy

 ORGANIZATION SUPPORT APPLICATION

 SUMMARY PAGE

Applicant Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2017-2018 Grant Request** $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grant Amount Received 2016-2017 $\_\_\_\_\_\_\_\_\_\_\_

Purpose for which your funds will be used: (In the space below, summarize how your organization plans to spend the grant funds requested.)

**Budget Summary**

Fiscal year of applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ through \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 month/day month/day

*Copy the totals from the income and expense statements (FY 14/15 and 15/16) or budget (FY 16/17) in the spaces below:*

FY 2015-2016 year-end report FY 2016-2017 year-end report FY 2017-2018 budget

Income: $\_\_\_\_\_\_\_\_\_\_\_\_ Income: $\_\_\_\_\_\_\_\_\_\_\_\_\_ Income: $\_\_\_\_\_\_\_\_\_\_\_\_

Expense: $\_\_\_\_\_\_\_\_\_\_\_ Expense: $\_\_\_\_\_\_\_\_\_\_\_\_\_ Expense: $\_\_\_\_\_\_\_\_\_\_\_\_

*One audit attached (for* *10 copies of latest financial 10 copies of budget attached*

*organizations with a budget statement attached*

*of $125,000 or more)*

**Narrative**

Please provide the information requested in the **Guidelines** under Composing the Narrative. Be specific. Use the provided subjects and numbers to organize the Narrative. Place your organization’s name at the top of each page and number the pages. The Narrative must be at least two and no more than four pages, single sided, using size 11 or 12 font, on three-hole punched paper.

**Certification**

We certify that the information contained in this application, including all attachments and supporting materials, is true and correct to the best of our knowledge.

Signature Chief Executive Officer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_

Signature Board President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_

Signature Board Treasurer\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_