



COMMUNITY GRANTS PROGRAM CHECKLIST

Please complete this checklist and submit it with your application.

<input type="checkbox"/>	<p>One grant application package emailed to address listed under Application Guidelines</p> <ul style="list-style-type: none"> ▪ Only send information/documentation requested
<input type="checkbox"/>	<p>Cover Sheet</p> <ul style="list-style-type: none"> ▪ All sections must be completed ▪ Remember to have the authorized agent sign and date
<input type="checkbox"/>	<p>Project Narrative (No more than 5 double-spaced, numbered pages)</p> <ul style="list-style-type: none"> ▪ Background and Need ▪ Objectives and Impact ▪ Evaluation ▪ Community Partnerships and Support ▪ Future Funding Plans ▪ Staff Qualifications ▪ Matching Funds
<input type="checkbox"/>	<p>If you are a nonprofit, you must include:</p> <ul style="list-style-type: none"> ▪ A copy of the organization's IRS Letter of Determination showing 501(c)(3) status or most recently filed IRS Form 990 ▪ A copy of the most recent audited financial statement ▪ List of Board Members <p>Schools do not need to submit proof of nonprofit status</p>
<input type="checkbox"/>	<p>Budget</p> <ul style="list-style-type: none"> ▪ Specific details on proposed expenditures (no more than one page) ▪ Submit a project budget (no more than one page)



COMMUNITY GRANTS PROGRAM APPLICATION COVER SHEET

Date of Application		Applying as (check one)	[<input type="checkbox"/>] School	[<input type="checkbox"/>] Nonprofit
Organization Name				
Address				
City, State Zip Code				
Telephone		Fax		
Contact Person				
Title				
Contact Email				
Grant Request	\$			
Check One	[<input type="checkbox"/>] One-Time [<input type="checkbox"/>] Multi-Year (3 year maximum)			
Grant Period	to			
Summary				

This is to certify that the undersigned has read the Guidelines and Expenditure Responsibilities Policy and that all information contained herein is accurate, complete, and current. The organization represented in this application meets all the eligibility criteria as established by the Precinct One/McCarty Road Landfill Community Service Corporation.

(Authorized Applicant Signature)

(Print Name)

(Title)