Clark County Fiscal Court Fund

TO THE APPLICANT:

In addition to the information required on the Application Form, please include:

1. A cover letter, which briefly describes the proposed project, the time frame, and the amount of funding being sought from the Fiscal Court Fund. The chief executive officer and/or the chair/person of the board of directors of the organization must sign the letter.

2. A copy of the letter of determination from the Internal Revenue Service advising that your organization is exempt from taxes and that the organization is not a private foundation as defined in Section 509(a), and provide your organization's mission statement. For those not a 501(c)3, only the mission statement is required.

3. A list of members of the organization’s Board of Directors and their affiliations.

4. A List of the organization’s principal administrative staff, including their titles and main functions and the combined total of their annual salaries. Be sure to indicate staff responsible for the project for which funds are being sought.

5. A one page year-end financial statement showing actual income and expenses for the past two complete years. A sample appears on page 4 of the Application form; you may use the sample or include one of your own.

6. A detailed budget of the project for which the funds are being sought. A sample appears on page 4 of the Application Form; you may use the sample or include your own.
7. If your organization is required to file a 990: Hard copies of Section I and X (balance sheets) of your agency's 990's for the past two years. Note: We do not need hard copies of the entire 990's.

8. You must turn in Grant Report form for the current year to date (funds received in Dec. 2018) with your current application.

If the project for which you are seeking funds is also receiving funds or in-kind from other agencies, include letters or other documentation from the collaborating agencies.

You are encouraged to limit answers to the space given on the form.

Please send THREE COPIES of the 4-page application form and the requested attachments. Use Only clips for the application-do not staple, bind or use notebooks or folders.

HAND DELIVER application by 4:00 pm on August 28, 2020 to the Clark County Judge Executive's office in Clark County Court House, Attn: Fiscal Court Fund Committee. Applications will be disqualified if not hand delivered by the date above-no other method will be accepted: no email, no fax, no US Mail. Must sign and date sign-in sheet in the Judge Executive's office as proof of delivery.
CLARK COUNTY FISCAL COURT FUND GRANT APPLICATION

ORGANIZATION INFORMATION:

Do you have a GoodGiving profile? _____Yes _____No

Name and Address of Applicant Organization:

Year organization was incorporated: __________

EIN ________________

Is the name at the left the same as it appears on the IRS Letter of Determination? _____Yes _____No

If not, explain:

Has the organization had an audit or financial review in the past 2 years? _____Yes _____No

Organization Budget Total for Current Fiscal Year:

$ ____________

Chief Executive’s Name and Title:

Fiscal Year _____ to _____

Contact’s Name and Title (if different):

Telephone Number: ( ) ________________

Geographic Area Served by Applicant Organization:

Sources of Organization’s Income:

Government: Federal _____% State _____%

County _____% City_____%

Memberships/Individual Contributions: _____%

United Way _____% Fundraising _____%

Corporate and/or Foundation Grants: _____%

Fees _____% Other _____%

PROPOSED PROJECT INFORMATION:

Project Name: ____________________________
Type:  
- Capital/Construction
- Capital/Renovation
- Capital/Equipment
- Program
- General Support for Operations

Geographic Area to be Served:

Population & Number to be Served:

Grant Period:
From: ________ to ________

Has the organization received Fiscal Court funds previously?  
- No
- Yes  
Most recent year?  

Organization name

YOU ARE ENCOURAGED TO LIMIT YOUR ANSWERS TO THE SPACE GIVEN (ONE SIDE ONLY)

BACKGROUND OF APPLICANT ORGANIZATION: Purpose, history of accomplishments, governance, qualifications for embarking on proposed project. (If this is a collaboration, describe the lead agency and its relation to others involved.)
YOU ARE ENCOURAGED TO LIMIT YOUR ANSWERS TO THE SPACE GIVEN (ONE SIDE ONLY)

PROJECT STATEMENT, PROJECT GOALS, & OBJECTIVES, METHODOLOGY, IMPACT, and FUTURE FUNDING:
Statement describing community need. Note any similar projects currently operating in the community and how this one is different. What will be accomplished, how and by when? Describe use of volunteers, if any. Impact on participants and how will they be determined and measured? How will the project be funded in the future if it is to continue beyond the current funding period?
ORGANIZATION YEAR END FINANCIAL STATEMENTS

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Current fiscal Year (20__)</th>
<th>Previous fiscal Year (20__)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contributions</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>Investment Income</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>Fees</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>United Way</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>Grants</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>Other Support</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Current fiscal Year (20__)</th>
<th>Previous fiscal Year (20__)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries &amp; Benefits</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>Rent</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>Supplies</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>Travel</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>Utilities</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>Telephone</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>Printing, Postage, PR</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>Other</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
</tbody>
</table>

PROJECT BUDGET SUMMARY

<table>
<thead>
<tr>
<th>Budget Category:</th>
<th>For Grant Request:</th>
<th>For Total Project Budget:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Personnel</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>b. Consultants</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>2. Equipment</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>3. Travel</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>4. Rent &amp; Utilities</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>5. Postage &amp; Phone</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>6. Printing</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>7. Supplies</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td>8. Other Expenses (explain)</td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>$____________________</td>
<td>$____________________</td>
</tr>
</tbody>
</table>
(If appropriate, describe in more detail the major cost items of your project budget)

Grant Report

Submit your completed report to the Clark County Fiscal Court Fund on or before August 28, 2020

Grantee:

Amount Awarded October 2020

Amount Spent:

Telephone: Email:

Grant Purpose:

Authorized Personnel Name and Title (Printed)

Authorized Personnel’s Signature Date

Section 8: Financials

Provide detailed line item expense report to date. If any grant dollars will not be spent by December 31, 2020 provide the amount and a brief explanation. All unspent money should be returned to the Clark county Fiscal Court Fund at the end of the grant period.

Note: Any changes to budget items must first be approved by the Clark County Fiscal Court