

Application for Funding – Nonprofit Partner Delray Beach Community Redevelopment Agency

Section I. ORGANIZATION INFORMATION		
1 Organization Legal Name:		
<i>dba</i> , if applicable:		
2 Address:		
3 Telephone:	4 Fax:	5 Website:
6 Mission Statement:		
7 Executive Leader:		
8 Application Contact:	9 Title:	
10 Contact Telephone:	11 Email:	
12 Year Established, Organization History and Growth (maximum 1,000 words):		
13 Description/Programs (maximum 1,500 words):		
14 Long Term/Strategic Planning Process & Status of Current Plan (attach Plan) (maximum 500 words):		
15 Board Roles & Responsibilities (maximum 500 words):		
16 Policy on Board Contributions (maximum 250 words):		
17 For current fiscal year, number of Board Members contributing: ___ Cash donations ___ Donations raised from others ___ Volunteer hours ___ In-kind donations		
18 For current fiscal year, amount/value of Board member contributions: _____ Cash donations _____ Donations raised from others _____ Volunteer hours _____ In-kind donations		
19 Oversight/Accreditation/Affiliation:		
Section II. PROGRAM/PROJECT INFORMATION – Duplicate section for a second program/project		
20 Project/Program Title:		
21 Prior CRA Funding for Same Project/Program ___ Yes No	22 If Yes, Time Period:	
23 Delray CRA Overall Need Addressed:		
24 Project/Program is ___ New or ___ Existing	25 If Existing, Year Established:	
26 Goal (maximum 150 words):		
27 Documentation of Need for Program/Project (maximum 1,000 words):		
28 Description (maximum 500 words):		

29 Target Audience or Persons Served (maximum 150 words):
30 Innovative or Proven Approach and Justification (maximum 500 words):
31 Uniqueness, or Justification for Duplication of Similar Area Project/Program (maximum 250 words):
32 Prior Experience with Project/Program or Similar (maximum 250 words):
33 Operating Partnerships (maximum 500 words):
34 Implementation Action Plan/Time Line:
35 Key Staff and Qualifications (maximum 500 words):
36 Potential Challenges and Strategies to Address Them (maximum 500 words):

Section III. FINANCIAL INFORMATION

37 Total Organization Budget:	Previous FY \$	Current FY \$	Proposed \$
38 Project/Program Budget: \$	39 Amount Requested: \$	40 % of Org Budget	%
41 Time Period: Program/Project A:	Program/Project B:		
42 Type(s) of Support Requested:			
43 Other Support/Status and Plans for Sustainability:			

Section IV. APPLICATION CHECKLIST

A. Cover letter signed by Board Chair	
B. 501(c)(3) IRS Determination Letter	
C. Board of Directors list	
D. Policy on Board roles & responsibilities, if applicable	Title:
E. Policy on Board contributions, if applicable	Title:
F. Strategic Plan or other long term planning document	
G. Policy on strategic/long term planning, if applicable	Title:
H. Logic Model(s)	
I. Goals and Outcomes Report	
J. Evaluation Plan	
K. CRA Combined Budget	
L. CRA Project/Program Budget Narrative(s)	
M. Most recent Financial Statement	
N. Most recent Form 990	Time Period:
O. Most recent Independent Financial Audit/Review/Compilation	Fiscal Year:
P. Affiliation Agreements (if applicable list below):	Fiscal Year:
Q. Current Balance Sheet as of 5/30/18	

R.	
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Section V. CERTIFICATION STATEMENT AND SIGNATURE

As chief executive of the applicant organization I certify that (1) the information provided in this application is correct and complete to the best of my knowledge; (2) I am committed to the purpose of the proposed project or program and will work with Board and staff members to accomplish its stated outcomes; and (3) I will be accountable for compliance with all CRA requirements for operation, evaluation, and reporting.

Executive Leader Name
Title

Date Submitted