



A-GUIDE Nonprofit Partner Application for Funding

| 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 Policy on Board Contributions (maximum 250 words): | | |
| 14 For current fiscal year, number of Board Members contributing: ___ Cash donations ___ Donations raised from others ___ Volunteer hours ___ In-kind donations | | |
| 15 For current fiscal year, amount/value of Board member contributions: ___ Cash donations ___ Donations raised from others ___ Volunteer hours ___ In-kind donations | | |
| 16 Oversight/Accreditation/Affiliation: | | |

| Section II. PROGRAM/PROJECT INFORMATION – Duplicate section for a second program/project | | | |
|----------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-------------------------------------------|-------------------------|
| 17 Project/Program Title: | | | |
| 18 Prior CRA Funding for Same Project/Program: | | 19 Time Period(s): | |
| 20 Delray CRA Overall Need Addressed: ___ Economic/Business Development ___ Affordable Housing ___ Recreation & Cultural Facilities | | | |
| 21 New or Existing Project/Program: | | 22 If existing Program, year established: | |
| 23 Key Staff and Qualifications (maximum 500 words): | | | |
| 24 Potential Challenges and Strategies to Address Them (maximum 500 words): | | | |
| Section III. FINANCIAL INFORMATION | | | |
| 25 Total Organization Budget: | Previous FY \$ | Current FY \$ | Proposed \$ |
| 26 Project/Program Budget: \$ | 27 Amount Requested: \$ | | 28 % of Org Budget % |
| 29 Time Period: | Program/Project A: | Program/Project B: | |
| 30 Type(s) of Support Requested: | | | |
| 31 Other Support/Status and Plans for Sustainability (maximum 500 words): | | | |

| 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 contributions, if applicable | |
| E. Strategic Plan or other long-term planning document | |
| F. Logic Model(s) | |
| G. Goals and Outcomes Report | |
| H. Evaluation Plan | |
| I. CRA Combined Budget | |
| J. CRA Project/Program Budget Narrative(s) | |
| K. Most recent Financial Statement | |
| L. Most recent Form 990 | Time Period: |
| M. Most recent Independent Financial Audit/Review/Compilation | Fiscal Year: |
| N. Affiliation Agreements (if applicable list below): | Fiscal Year: |
| O. Current Balance Sheet as of 5/30/19 | |
| | |

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 and Title

Date Submitted