

**Town of Appomattox
REQUEST FOR COMMUNITY FUNDING ASSISTANCE
FOR JULY 1, 2020 - JUNE 30, 2021**

Non-Profit Organization Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Agency Contact _____ Phone#: _____

Email for Contact: _____ Fax#: _____

Finance Director/Treasurer: _____ Phone#: _____

Email for Contact: _____ Fax#: _____

Does the Organization have a financial audit conducted annually: Yes _____ No _____

- ***If yes, please attach a copy of the most recent audit available. If no, please attach a copy of a 990 Form or other financial statement to represent the organization's cash assets.***

FUNDING REQUEST FROM THE TOWN OF APPOMATTOX FOR FY-2020-2021: _____

Length of Support Requested: One-time only 2-3 Years 3-5 Years Continuous Type of Request
 Cultural/Art Youth/Children Human Services Other (describe)

Please answer the following: (Yes or No)

1. Does the organization have non-profit, tax-exempt status, as determined by the IRS? _____

If yes, please provide Tax ID# _____

2. Is the Organization controlled by or affiliated with, in whole or in part, any church or sectarian society: _____

If yes, please describe: _____

3. Does the organization wish to make a presentation to the Town Council at an upcoming budget work session?

Contact: _____ Phone#: _____

CERTIFICATION: I certify to the best of my knowledge that the information contained in this application reflects accurate data regarding need and estimate of planned /delivered services.

Signature: _____ Date: _____

Print Name & Title: _____

**DEADLINE FOR SUBMISSION: March 1, 2020, 4:30 P.M.
SUBMIT TO:
Town of Appomattox Municipal Building
P.O. Box 705
210 Linden Street
Appomattox, Virginia 24522**

Appomattox Town Council Policy for Community Funding Assistance

Purpose: In order for the Town Council of the Town of Appomattox to effectively allocate funding to outside agency requestors, this policy establishes guidelines and procedures for dealing with requests from groups and organizations for funding. The policy is intended to ensure that all requests for funding are treated fairly and equally through the implementation of a standardized and transparent application, evaluation and approval process.

- Requests for funding must be submitted via an application form, and decisions will be made on a yearly basis as to whether funding will be provided, subject to the availability of budgeted funds.
- Any group or organization which receives public funding is required to submit a financial statement before any funding is allocated.
- Town Council reserves the right to request a financial report after the event to account for the expenditure of those public funds.
- Applications for funding must be received by the specified date shown on the application in the month of January each year to be considered for that funding.

Exemptions: Nothing in this policy shall apply to law enforcement, fire department, emergency ambulance service, or a public safety entity which provides a service to the Town of Appomattox.