



City of DeFuniak Springs

APPLICATION FOR FUNDING

Deadline for Small-Scale funding by non-profit organizations for Fiscal year 2022 (October 1, 2021 through September 30, 2022) is **June 30, 2021**. **Completed application and requested documentation must be received by the City of DeFuniak Springs by 5pm on June 30, 2021.**

1. Name of Organization: _____
2. Amount Requested: _____ (\$5,000.00 maximum)
3. Contact Person: _____
4. Mailing Address: _____
City: _____ State: _____ Zip Code: _____
5. Contact Number(s): _____
6. E-mail Address: _____
7. Organization's IRS 501(c)(3) Taxpayer I.D. Number: _____

Application must be submitted with:

- Copy of Organization's current IRS form 990.
- Summarized copy of your Organization's Operating Budget for the current year.
- One (1) stapled original and eleven (11) stapled copies of application package.

Applications will receive consideration without discrimination because of race, color, religion, sex, age, national origin, or disability.

8. Check the *one* category that *best matches* how the funds will be used:

Recreation Cultural Health Aesthetic Social Educational
 Youth Service Other (specify) _____

9. How long has your Organization been in existence? _____ Years (*two year minimum required to qualify for funding*)

10. Has your Organization been funded by the City of DeFuniak Springs previously?

Yes ___ No ___ If yes, when and for how much?

11. Has your Organization received federal or state funding in the last 18 months?

Yes ___ No ___ If yes, when and for how much?

12. What is your Organization's fiscal year? _____ to _____

13. For the **current** fiscal year, what is the *estimated* annual operating budget of your organization?

\$ _____

14. For the **upcoming** fiscal year, please estimate your organization's *anticipated* annual operating budget. \$ _____

15. Describe how your Organization is managed and/or governed:

16. How many paid employees/volunteers assist your Organization?

Full time employees _____ Part time employees _____ Volunteers _____

****Additional sheet may be attached to provide sufficient answer to the below questions – ensure each response is numbered in accordance with the question****

17. What is the overall purpose and/or goal of your Organization?

18. Briefly describe the activities and/or services of your Organization:

19. Clearly and plainly state the specific, detailed need for the requested funds:

20. Addressing the need; describe how the city funds will be used to address the needs described in Question 19:

21. Impact and results: Describe the benefits or impacts resulting from these requested funds, including how you intend to measure that impact.

Evaluation Criteria for City Non-Profit Applications:

Applications will be judged on the following five criteria:

1. Thoroughness and completeness of the application and its attachments.
2. The extent to which the activities using City funds are properly aligned with the organization's overall mission, purpose, and capacity.
3. The extent to which the need or problem is clearly described, is true, and it is accurate.
4. The extent to which the activities which use City funds are appropriate and valid strategies to address the need or problem.
5. The extent to which the activities using City funds are likely to achieve the desired benefit or impact stated by the applicant.