

2023 – ATHENS COMMUNITY FOUNDATION APPLICATION – 2023

The application process requires that qualified organizations/groups seeking funding answer ALL questions AND attach a detailed, descriptive narrative of the funding request(s) as outlined herein. Organizations seeking funding for multiple projects/purchases must submit separate applications for each (maximum of three applications per organization).

APPLICANT LEGAL NAME (as on your organization's Bank Account): _____

TYPE OF ENTITY (check entity type):

- Tax Exempt** - *Tax Exempt organizations MUST attach a clear copy of their Tax Exempt Certificate*
- Non-profit/Not for Profit**
- Corporation**
- Community Benefit**
- Municipality** - *[If intending to be considered as a governmental agency (municipality) for the purpose of funding eligibility, applicant MUST attach a letter of sponsorship from the applicable governmental agency, signed by an authorized government official (i.e. - Mayor, Town Supervisor, County Administrator, etc.)]*

ORGANIZATION CONTACT INFORMATION (provide an accurate mailing address for your organization):

Organization Name: _____

Contact Person: _____

Position: _____

Mailing Address: _____

Phone: _____ (provide multiple phone numbers if applicable)

Email address (Organization): _____

Email address (Contact Person): _____

Dollar Amount Requested in **2023** (rounded up to nearest dollar): _____

Athens Community Foundation Grant award in **2022** (dollar amount): _____

Please note that the information presented in the completed application will be the sole basis for funding consideration. This is a competitive process; typically with many eligible organizations seeking project funding. All applications will be evaluated and measured using a standardized process. Take the time to prepare a thorough, complete, and merit based submittal for consideration by the Foundation Trustees.

All submitted applications must be received by Tuesday, OCTOBER 31st 2023, and each applicant MUST submit twelve (12) copies. Please hand deliver or mail twelve (12) copies of all COMPLETED application materials to:

Athens Community Foundation
c/o Athens Town Clerk
2 First Street
Athens, NY 12015

Grant awards will be disbursed December, 2023.

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The balance of this application shall consist of a required narrative (as prepared by applicant) and supporting details for each 2023 funding request. In addition, applicants who received an Athens Community Foundation grant in 2022 MUST provide an accounting of how the award was allocated for the approved and stipulated project/purchase. **All information shall be type written and must be prepared/submitted addressing the specific “bullet items” below, in the order shown.**

For 2023 funding requests, provide the following (attach supporting information if applicable):

- **A detailed narrative outlining the proposed project/purchase:**
- **Proposed project/purchase budget details:**
- **Explain in detail how this project/purchase will benefit the residents of the Town and Village of Athens:**
- **If an award from the Athens Community Foundation were not sufficient to cover the full cost of the proposed project/purchase, provide specifics on how you would allocate funds received from the Athens Community Foundation (allocation/expenditure shall occur within one year of award receipt):**

Accounting of Expenditure(s) Associated with 2022 Grant Award (if applicable):

All applicants/organizations who received an Athens Community Foundation grant in 2022 are required to provide an accounting of how the award was utilized in accordance with its intended purpose.

- **Dollar amount of 2022 grant award:**
- **Expenditure(s) - clearly detail how the award was spent/allocated, enabling your organization to fulfill the approved and stipulated project/purchase outlined in your 2022 application. If helpful feel free to attach receipts or documentation to support your accounting:**