



Policy RC(9) - Application Form
*County Support of Community Programs,
Events & Activities*

Organization Information:

Organization Name _____
Mailing Address _____
Contact Person Name _____
Phone Number _____
Fax Number _____
E-mail Address _____

Amount of Funding Requested: _____

Brief Description of Program, Event or Activity & Associated Dates & Timelines:

Describe How The Program, Event Or Activity Addresses The Following Criteria:

1. Must be a demonstrated need for financial support from the County.

2. Must provide for the enjoyment and benefit of the general public.



3. Must be hosted on an annual basis or recognize a significant milestone event.

4. Does not charge an admission, entrance or registration fee.

5. Receives at-least an equal amount of funding from the urban municipality in which the program, event or activity is being held as what is being requested from the County.

6. Receives at-least an equal amount of funding from the community organization if the program, event or activity is being held in the County.

7. Must take place in the County or in the urban municipalities in the County.

8. How the County's support will be recognized.

9. Must include a budget identifying the proposed revenues and expenditures of the program, event or activity. **Please provide budget information below or attach separate page.**

Revenue	Amount
<i>Description:</i> _____	_____
_____	_____
Total Revenue	_____
Expenditures	
<i>Description:</i> _____	_____
_____	_____
Total Expenditures	_____
Surplus/Deficit	_____



The Organization agrees that:

1. Applicants provided financial support pursuant to this policy shall be accountable for the expenditure of funds provided.
2. The program, event and activity shall be undertaken without material alteration.
3. The entire amount of financial support provided must be used exclusively for the program, event or activity identified in the application.
4. The program, event or activity must be conducted in the year in which the support was requested for.
5. If the organization is unable to conduct the program, event or activity in the current year, a written letter of request for an extension must be submitted. If an extension request is not received, or if an extension is not granted, the organization shall return the funds provided by the County.
6. The County's support must be recognized during the program, event or activity in the manner described in the application.
7. Programs, events and activities receiving support pursuant to this policy must be conducted in accordance with all applicable laws, statutes and regulations.
8. Organizations receiving support pursuant to this policy must repay to the County any unexpended portion of the funds provided, or any amounts expended for purposes other than those specified in the application.
9. If the organization does not comply with the requirements of 1 – 8 above future financial support from the County pursuant to Policy RC(9) will not be considered.

Signature of Organization Representative: _____

Date: _____

Application Deadline is January 31st of each year

Thank you!