2018 CFGV Community Grant Application

REQUIRED ATTACHMENTS for Applicants under Fiscal Sponsorship:

- ☐ Organization budget of the sponsored group
- ☐ Project budget
- ☐ Current year balance sheet of the sponsored group
- ☐ Current year budget-to-actual of the sponsored group
- ☐ Most recently completed year balance sheet of the sponsored group
- ☐ Most recently completed year budget-to-actual of the sponsored group
- ☐ Most recent audit or financial review of the fiscal sponsor; in the absence of both, please upload financial control policies or other documentation showing board accountability and internal checks and balances of the sponsored group
- ☐ Board of Directors list, including professions and/or community affiliations
- ☐ Policy document showing board accountability and checks and balances on financial management by the applicant board and the sponsored group, as appropriate
- ☐ Board of Directors list of the group's fiscal sponsor, including professions and/or community affiliations
- ☐ Steering Committee/Advisory Committee list of the sponsored group
- ☐ 501(c)(3) IRS Letter of the fiscal sponsor that is 5 years old or less
- ☐ Charitable Solicitations "Certificate of Registration" from State of Colorado for the fiscal sponsor
- ☐ "In Good Standing" certificate from the CO Secretary of State for the fiscal sponsor
- ☐ Annual Report (if you produce one)
- ☐ Nondiscrimination Statement
- ☐ Memorandum of Understanding or Contract with fiscal sponsor
- ☐ Optional Additional Documents – you may upload two additional items if you wish that you believe help make your case.
- ☐ <u>For religious applicants</u>: Upload a document that clearly shows that your project welcomes the broad public, and does not teach or require adherence to doctrine.
- ☐ <u>For applicants requesting scholarship or tuition assistance:</u> Upload a document that demonstrates that your program is need-based and broadly competitive. It should include a) an announcement or marketing item showing that this opportunity is broadly available; b) the financial aid criteria; c) the application form; d) the names/roles of the group that will review the applications.
- ☐ <u>For applicants requesting marketing funds</u>: Upload a marketing plan that addresses the following: a) who you are trying to reach; b) why you are trying to reach that particular audience(s); c) what increase in participation you expect to see; d) credentials of consultants or firms you will partner with (if any); e) your strategies for reaching your targets; f) a timeline.
- ☐ <u>For applicants proposing in-school activities</u>: Upload two letters – one from a teacher or staff member who has participated in the planning of the activity, describing his or her involvement and the relationship of the activity to the curriculum; and one from the principal that describes the value of that program.