

POLK COUNTY CHAMBER FOUNDATION GRANT APPLICATION 2010

Polk County Chamber Foundation, Inc.
2753 Lynn Road, Suite A, Tryon N.C. 28782
PH 828-859-6236 Fax 828-859-2301

DUE DATE - THURSDAY, JANUARY 15, 2010

Grants Awarded Thursday April 1, 2010

1. **Name of Organization:** _____

2. **Contact Name and Title:** _____

3. **Phone Number:** _____ **Fax Number:** _____

4. **Address/Mailing** _____
Address/Business _____
City State Zip _____

5. **E-mail Address:** _____
(Is this address for specific personnel or organizational? -Please circle one)

6. How long has this organization been in existence? _____
How many are in your organization's membership? _____
Number of paid staff _____

7. **Tax Status** (check one)
 Tax exempt organization [501(c)(3)] Governmental tax-exempt unit
 Other non-profit (specify status) _____ Incorporated association
 Affiliated with tax-exempt organization Religious congregation
(specify) _____ Other (specify _____)

Please attach a copy of your organization's IRS tax status determination letter (not applicable to government agencies or religious congregations). A tax exempt number is not sufficient.

8. **PROJECT DESCRIPTION:** _____

Time period your project covers: _____ to _____
Month/Year Month/Year

9. **Amount requested from the Polk County Chamber Foundation:** \$ _____

10. **Total estimated cost of your project:** \$ _____

11. **Other sources of funds for this project only:**

Funding Source	Total Amount Requested	Amount Already Committed	Notification Date

12. **Signatures** of the Governance Authority Chairperson and CEO/Executive Director

APPLICATION GUIDELINES

The following items must be submitted:

- 1) **Grant Application** completed in its entirety.
- 2) **Proposal:** In addition to the application form, a proposal also must be submitted giving a more detailed description of the program or project. The proposal should be on the petitioning organization's letterhead and should be signed by an authorized official of the organization. It should be limited to three (3) single-spaced pages and should not be permanently bound or stapled. The proposal should contain:
 - a. A concise description of the program or project
 - b. Need for the project
 - c. Objectives and how they will be achieved
 - d. Method and criteria for evaluation of the project
 - e. Description of the petitioning organization. Include a separate page on previous accomplishments of the organization or project, people served, and goals achieved.
 - f. Five (5) additional copies of the entire application **(6 copies total)**
- 3) **Budget:** Submit a one page budget outlining the income expected, and the expenses anticipated for the project you are seeking funds for.
- 4) **Governing Board:** A list of members of the petitioning organization's governing board, with a brief explanation of how members are elected.
- 5) **Tax Exempt Status Letter:** A copy of the petitioning organization's federal tax exempt certification under 501 [c][3] of the Internal Revenue Code, including a determination of the organization's status as a publicly supported organization.

The application must be received at the Chamber of Commerce office, located at 2753 Lynn Rd., Suite A, Tryon, NC, 28782, no later than 5:00 PM on Tuesday, January 15, 2010

Note: No application will be accepted after this date and time.

Grant awards will be announced on April 1, 2010

Polk County Chamber Foundation, Inc.

Criteria for Grants as stated in Articles of Incorporation

The corporation is organized to operate exclusively for charitable and education purposes within the meaning of Section 501[c][3] of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue laws) and, more specifically:

[a] To promote the historic preservation, protection and use of Polk County's downtown areas, including those area's commercial enterprises and residences;

[b] To take remedial actions to eliminate the physical, economic, and social deterioration of Polk County and thereby promote polk County's historic preservation, contribute to its community betterment and enhance the social welfare while lessening the burdens of Polk County governments;

[c] To educate the public and individuals by providing educational programs and seminars on education, job skills, and economic issues for Polk County;

[d] To hold meetings, seminars, civic forums and other activities for the instruction of members of the public in building rehabilitation and design, economic restructuring, and planning management to foster the preservation of Polk County's traditional downtown areas, and enhance the understanding and appreciation of its history, culture and architecture;

[e] To educate the public on issues of racial, ethnic, and cultural diversity, and through civic forums and seminars to work for the elimination of racism and discrimination in Polk County;

[f] To promote the social welfare of Polk County by providing educational and athletic programs for the physical and social development of its youth;

[g] To aid, work with, and participate in the activities of other organizations, individuals, and public and private entities, located within and outside of Polk County, engaged in similar purposes;

[h] To solicit and receive and administer funds for educational and charitable purposes, and to that end to take and hold by bequest, devise, gift, grant, purchase, lease, or otherwise, either absolutely or jointly with any other person or corporation, any property, real, personal, tangible, or intangible, or an undivided interest therein, without limitation as to the amount of value; to sell, convey, or otherwise dispose of any such property and to invest, reinvest, or deal with the principal or the income thereof in such manner as, in the judgment of the corporation's directors, will best promote the purposes of the corporation without limitation, except such limitations, if any, as may be contained in the instrument under which such property is received, the by-laws of the incorporation, or any laws applicable thereto.