



Nonprofit Grant Application Cover Page

The City of Lincoln City

Date Submitted: _____

Grant Amount Requested: _____

ORGANIZATION AND CONTACT INFORMATION

Applicant/Organization Name: _____

Mission Statement/Goal: _____

Mailing Address: _____ City: _____ State: _____ Zip Code: _____

Primary Contact: _____ Title: _____ Phone: _____

Email Address: _____ Fax: _____

Organization Website: _____

FUNDING HISTORY

Have you or your organization received any funding from the City of Lincoln City in the last three years? YES ___ or NO ___ If YES, please complete the following information and attach a separate typed document explaining in detail (1) how past funds were allocated, (2) used, (3) the number of Lincoln City/school district boundary residents that were served, and (4) the number of non-Lincoln City residents that were served.

Fiscal Year	Grant Program Name	Amount

All applicants whether first time applying or past applicants please provide the following information in a separate typed document and attach to the Nonprofit Grant Application Cover Page. Please limit your responses to 300 words.

1. A detailed financial statement, include sources of income and expenses. (This information will be kept confidential.)
2. How will the funds be used?
3. How many Lincoln City/ school district boundary residents do you expect will be served?
4. How many non-Lincoln City residents do you expect will be served?
5. Please provide proof of valid business. Include documentation of State Assumed Business Name, IRS proof of non-profit status and valid City Occupational Tax Permit.
6. A complete list of your current Board of Directors.



7. Have your financial needs increased or decreased over the last year? If so, by what percentage or amount? What do you attribute that change to?
8. What are you hoping this grant will provide to/for your organization?

Nonprofit Grant Application Checklist

1. A completed Nonprofit Grant Application Form.
2. Provide complete information to all eight requests in order. If a request does not pertain to the organization, please explain why.
3. Make sure you have included an explanation of how past grant funding was used.
4. Mail (1) hard copy to the address below and provide (1) electronic copy to the email below.
5. Note the SUBMISSION DEADLINE is June 6, 2019 (postmarked and emailed by 5:00pm). Requests will not be considered beyond this date.
6. The applicant is solely responsible for ensuring completeness of their application and is a factor in the award process. For clarification or questions regarding this process, contact the City Manager’s Administrative Assistant at cliberato@lincolncity.org or call 541-996-1202.

The organization requesting this funding shall not discriminate on the basis of race, color, religion, (creed), gender, age, national origin (ancestry), disability, marital status, sexual orientation or military status in any of its activities or operation.

We/I hereby certify that the facts, figures and representations made in this application, including all attachments, are true and correct to the best of our knowledge, and this application is made with the approval of the organization’s board of directors. Any grant award will be subject to the terms of the grant agreement.

Signature of Authorized Official

Printed Name of Authorized Official

Applications need to be mailed and emailed to the following addresses:

City of Lincoln City
P.O. Box 50
Lincoln City, OR 97367
Attention: City Manager’s Administrative Assistant

Email applications to:
cliberato@lincolncity.org

GRANT APPLICATION DEADLINE IS JUNE 6, 2019 BY 5:00PM

Nonprofit Grant Application 2019

