



## Wilson Energy Community Grant Fund

### Application Requirements:

*(One Funding Request per Agency)*

Please compile the following into a single .pdf file prior to submission:

- Full copy of your agency's most recent Audit;
- Operating Budget for the current fiscal year;
- Statement of Revenues & Expenses, or Profit & Loss Statement (most recent fiscal year-end);
- Balance Sheet (Year-to-Date) of most recent month-end closing period;
- Completed Application: Cover Page, and Pages 1 & 2 (e.g., Application; Letter of Intent);
- By checking here, your agency agrees to the following:

To use the grant for its intended purpose as outlined in the grant application. Failure to use the funds in the manner agreed will result in forfeiture and immediate repayment of the awarded grant.

**The entire application packet must be submitted by NOON on Wednesday May 27<sup>th</sup> via email to:** [director@unitedwayofwilson.org](mailto:director@unitedwayofwilson.org)

Completing this application does not guarantee funds will be awarded. A decision will be made based on current need, funds available for distribution and review of all requested documentation.

Agencies will be notified via email by as to the decision of the Community Grant Fund Committee Volunteers and upon United Way Board review.

*Funding is subject to change if funds are not made available by the City of Wilson for this granting opportunity. This funding is not part of the Annual United Way Campaign Funds.*

#### The application process will consist of four Phases:

**Phase 1:** Submit completed application packet via email by NOON on Wednesday, May 27<sup>th</sup> to Judi Thurston: [director@unitedwayofwilson.org](mailto:director@unitedwayofwilson.org);

**Phase 2:** Requests and applications reviewed by the Wilson Energy Community Grant Fund Committee *(Please be aware that not all Agencies will advance to Phase 3.)*

**Phase 3:** Selected Agency Tours and Formal Presentations to be conducted late May first week of June. *(Scheduled tours will be coordinated between the United Way and selected applying organizations.)*

*Zoom meetings may be scheduled for tours and presentations.*

Letters of notification will be sent via email to all applicants.

If awarded grant funding, disbursements will be made on or about mid-to-late July by direct payment from the City of Wilson.

*Please be aware that not all Agencies will receive funding.*

*We appreciate the work of each applying organization, and we hope you know that if your organization is not funded it is not a reflection of the programs or services that your organization provides to our community.*

# WILSON ENERGY COMMUNITY GRANT APPLICATION

(Only applications received by **NOON on Wednesday May 27<sup>th</sup>** will be considered for funding.)

Agency Name:

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Mailing Address:

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Physical Address:

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Email Address:

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Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_, (Ext. \_\_\_\_)

Alt. Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_, (Ext. \_\_\_\_)

Web-site:

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EIN: \_\_\_\_ - \_\_\_\_\_

Checking here indicates that your organization is a 501(c)(3) organization in good standing with the IRS.

**Mission Statement:**

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Total Amount of Grant Requested: \$ \_\_\_\_\_

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Signature President (CVO)

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Signature Executive Director

# Letter of Intent

*In 600 words or less, provide amount of grant request and describe how the funds will be used. Photos may be included if the grant proceeds are to help fund a structural need. You may utilize the space provided below, adding an additional page as needed, or you may include as a separate document on your agency letterhead.*

*Include the targeted population(s) that will be served with the requested funds (i.e., age, gender, special interest group, etc.) and describe the programs/services that will be provided and/or made possible with these grant proceeds. Include whether or not the amount of your request will completely fund your program need. If no, please explain.*