

Basic Funding Application Check List

1. Proof of Insurance: General Liability, Programs, Services, and Assets (Applicable to the Purpose of the Funding Request)
2. Proof of Registered Non-Profit and Certificate of Good Standing (Secretary of State)
3. 501(c)3 Determination Letter from the IRS
4. Previous Year 990 Filed with the IRS
5. Licensure, Certification, or Accreditations (if Applicable)
6. Project/Program Business or Strategic Plan
7. Project/Program Projected Budget
8. Anticipated Outcomes
9. Summary of how CCDDR Funds will be Utilized
10. Agency Bylaws
11. Agency Articles of Incorporation
12. Financial Policies/Procedures and Other Policies/Procedures

NOTE: Additional Information may be required or requested – See Policy #10 for Additional Related Information