

# **City of Berea, Kentucky Grant Application**

## **Fiscal Year 2019-2020 (July 1, 2019 – June 30, 2020)**

### Overview

The City of Berea has appropriated funds to provide grant-based funding for community projects that provide services not currently provided by the City of Berea and which improves the quality of life for citizens of Berea. Any funds awarded must be spent exclusively within the Berea City limits.

### Guidelines

- Applications must be submitted to the City Clerk, 212 Chestnut Street, Berea, Kentucky 40403 on or before the deadline of August 21, 2019.
- All grant awards will be decided at a Special Called Meeting of the Berea City Council.
- The City Council and Mayor may contact applicants with questions.
- Grant funds awarded must be used prior to the end of the fiscal year in which it was awarded (June 30<sup>th</sup>) and cannot be used for expenditures that will be incurred in the subsequent fiscal year.
- The disbursement of funds will occur after an application is approved and a signed contract is received. The signatory should be the Executive Director or Project Manager.
- Grant awards may not exceed \$5,000.00.
- Grant award recipients must agree to place the City of Berea logo on all printed and promotional material.
- Applicants cannot be awarded grants from both the General Fund and Tourism fund in the same fiscal year.

### Application

1) Name of organization requesting grant funding:

2) Organization Contact

Name:

Address:

Contact Number:

Email:

Website:

Tax Status (profit, non-profit):

Tax ID Number:

3) Date(s) of event:

4) Grant funding amount requested:

5) Project goals:

6) Purpose of grant:

7) Is this a “matching grant?” \_\_\_\_ Yes \_\_\_\_ No  
If yes, please provide documentation of match requirements.

8) Has your organization applied for grant funding from the City of Berea within the past three fiscal years, including requests from the General Fund and Tourism Fund? If yes, please describe the grant requests individually, and whether the request was approved or denied, the amount of grant requested, and amount approved.

9) Does your organization receive any “in kind” support from the City of Berea, Kentucky? If yes, please describe.

10) If approved, will the grant funding you receive be used only within the City limits of Berea, Kentucky?

11) As of the application date, who are your other financial sponsors and partners who are currently providing funding for your community project? (Applicant must provide commitment letter from partners and sponsors.)

12) Please provide any other relevant information.

Follow up reporting requirements

All organizations receiving grant funding must complete a follow up report which includes:

- Economic impact of project.
- Financial statements reflecting actual annual cost of project. (No future funds will be dispersed unless financial statements are received by the City.)
- Attendance or number of participants.
- A copy of any promotional material for the project.
- Any other research or statistical data about the project that you wish to submit.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

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***City Council Use Only***

Approved or Not approved: \_\_\_\_\_

If not approved, reason: \_\_\_\_\_

Amount of approved grant: \_\_\_\_\_

Date: \_\_\_\_\_