



Dear Applicant:

During FY10 the Anne Arundel County Government plans to continue providing limited support to non-profit organizations through grant awards to capital and non-capital projects. Accordingly, preference will be given to submissions that meet the following criteria established by the Office of the County Executive:

- Have quantifiable outcomes.
- Provide reasonable plans for continuing activity without Anne Arundel County financial assistance beyond the funded Fiscal Year.
- Represent a cooperative effort among the applicant, the community, and other private and/or public partners.
- Display creative ways of helping people help themselves.
- Provide activities that will help county residents access services that sustain and enhance the quality of life and are equitable, effective, accountable, and responsive to changing community needs.

FY10 Capital and Non-Capital Grant Applications are available at www.aacounty.org. From the Anne Arundel County HomePage select the County Executive Community Support Grant under *news flash*.

DEADLINE TO SUBMIT APPLICATIONS:

Thursday, February 5, 2009

12:00 noon

No applications will be accepted after this date and time

Send **1 (one) original grant application with all support documents and 5 (five) copies of the application only** by mail or in person to the Office of the County Executive, Attn: Maria Casasco, Grants Administrator, 44 Calvert St., Suite 400, Annapolis, MD 21401.

Note: Sending a grant application to our office does not mean automatic approval. After submitting an application it is possible that you may be asked to meet with the Grant Review Committee.

If you are a current grantee, please keep your budget for activities at the same or at a lower level than FY 09. Should you have any questions, please contact Maria Casasco, Grants Administrator at (410) 222-1879 or mcasasco@aacounty.org.



ANNE ARUNDEL COUNTY
OFFICE OF COUNTY EXECUTIVE

**FY 10 COUNTY EXECUTIVE COMMUNITY SUPPORT GRANTS
FOR CAPITAL PROJECTS**

FUNDING REQUEST

1. General Information

Organization/Entity Name _____

(Write it exactly as it appears in the Maryland Department of Assessments and Taxation Form)

Amount Requested: \$ _____

Federal ID Number: _____

Organization's Address: _____

Contact Person/Title: _____

Telephone: _____

Fax: _____

E-mail Address: _____

2. Project Information.

a. Summarize your **organization's mission** or attach official mission statement:

b. Has your organization received Anne Arundel County funding in the past?

_____ Yes FY _____ _____ No

If the answer is yes, please explain the funding previously received:

3. Purpose of the Grant.

The purpose of the grant is: _____

4. Goals and Objectives.

Briefly describe the goals and objectives for the use of funds and the desired results. **Outline specific spending directives** and working plan **timeline** for use of the grant:

5. Describe the importance of this project to Anne Arundel County:

6. List description of other funds that support your project. **Attach budget** for project activities to be funded in whole or in part by this grant.

Funds

Secured

Pending

6. Organization Information checklist

Please attach copies of the following documents, even if you provided them on past years. If they are not available or not applicable, please note as such.

- Articles of Incorporation
- By-Laws
- 501 (c)(3) certification/evidence of tax-exempt status
- Current Resolution Authorizing Signatory of Legal Documents, if not signed by the President or Vice-President. (See below)
- Listing of names, titles, addresses, and phone numbers of the Executive Director, Officers, and Board of Directors legally responsible for the organization's affairs.
- Annual report/annual audit or review for the FY 09
- Work Program for FY 10
- Board-adopted budget for previous fiscal year, to include all public support and corporate revenues and proposed budget for FY10.

7. Signing the grant agreement.

For a corporation, the grant agreement must be signed by the Corporate President or Vice-President. If not, a corporate resolution in company's letterhead is required giving the Chair, CEO or Executive Director the authority to sign agreements on behalf of the corporation. Let us know who is going to be signing the Grant Agreement:

Printed Name

Title

CERTIFICATION

I affirm that I am authorized to execute this application on behalf of this organization. I also certify the information contained in this application, including all attachments, is true and correct. **I will notify the Office of the County Executive of any changes in organizational status or structure or in the material contained herein within ten (10) days of any such changes.**

Signature: _____

Printed Name: _____

Title: _____

Date: _____