



City of Belleville General and Community Assistance Program

Application for Community Assistance Grant

Grant Requirements: Must be used for helping the elderly, the less fortunate, disadvantaged neighborhoods, or others in need within the City limits of Belleville, Illinois. No more than 5% of the grant may be used for administrative support expenses.

Grant Process: All applicants are requested to complete and return this application along with the requested information and documents to: Belleville Office of General and Community Assistance, 512 West Main Street, Belleville, IL 62221.

Organization _____ Federal Tax Number _____

Contact _____ Phone Number _____

Address _____

1. If a non-profit, enclose a copy of your organization's 501(c)(3) status that is requested by the IRS.
2. Enclose a copy of last year's Federal Form 990 and also the audit, if your organization conducts one.
3. On a separate sheet, describe the nature of your charitable services.
4. How many people would directly benefit from this requested grant? _____
5. How many people does your organization assist annually? _____
6. What is the dollar amount you are requesting from this grant? \$ _____
7. On a separate sheet, describe what this grant money would be used for. What percentage of this grant would be used for hands on services?
8. What percentage of this grant would be used for organizational expense(s)? Describe those expenses.

If grant is provided, a report of how the money was used will be required within 45 days of program or use.

My signature below indicates that I have read and understand the requirements and I agree that this applicant organization is eligible for and will follow grant requirements indicated above.

Signature and printed name _____
Date

For Office Use Only:

Received by General and Community Assistance _____ on _____
Name Date

Notes: