

Buncombe County Parks, Greenways, and Recreation Services

Community Grant Program 2009-2010

---

Organization's Name

---

Contact Person

---

Address

---

Phone Number

---

E-mail Address

---

Dollar Amount Requested

---

Estimated # of Citizens Served  
Annually

---

Age Range of Participants

---

Please give a brief history of your organization (Include mission statement if applicable)

---

How is your organization funded? (Please give a brief description of annual funding resources)

---

Have you ever received community grant program funds before? \_\_\_ YES \_\_\_ NO

*If yes, when and for what projects? Please briefly describe these projects.*

---

Have you sought funds from other sources?

\_\_\_ YES \_\_\_ NO

*If yes, please list sources and dollar amounts received.*

---

Please give a detailed description of the project that funds are requested for, including the purpose and goals. *Please list items by priority of need.*

---

Please attach a detailed budget for the project to this application. **Please provide quotes for all goods/services listed in the budget. All quotes must be directly from the vendor.**

---

Please Note: If funded, your organization will be asked to document a 1/4<sup>th</sup> in-kind match for the grant. A form for this documentation will be distributed at the fund agreement signing. All in-kind match documentation must be received by May 31, 2010. This match can be made through donated goods/services, volunteer labor, or cash. For example, if you receive a grant of \$800, your organization must contribute \$200 to the total cost of the project therefore making the total project budget **\$1,000**. Please refer to the Program Guidelines Section **III F** for further explanation. *Acceptable in-kind donations include goods/services and volunteer labor. Items such as office supplies, food/beverages and flyers/marketing materials will not be recognized as in-kind matches.*

---

Please give the project timetable, including a specific date for completion

---

Will the project be completed before May 31, 2010? \_\_\_ YES \_\_\_ NO If no, please explain why

---

Will all invoices and receipts be submitted prior to May 31, 2010? \_\_\_ YES \_\_\_ NO

*Please note that community grant funds must be used by May 31, 2010 and projects that surpass that cannot comply with this deadline will not be funded in fiscal year 2009-2010*

---

---

Will the project continue after the community funds are used? \_\_\_ YES \_\_\_ NO

*If yes, please explain*

---

How will this project benefit Buncombe County citizens?

---

How will your organization maintain your new project?

*Example: If your project is to purchase and install a new set of bleachers for your baseball field, how do you plan to maintain those bleachers to insure their longevity?*

---

NOTE: all requests for reimbursement must be submitted to Buncombe County Parks, Greenways and Recreation Services as soon as possible with the signature of the applying organization's president or chairperson. When the project/program is completed the organization must forward a memo to Buncombe County Parks, Greenways and Recreation Services for final site inspection.

---

Signature & Office of Organization Chairperson

Date:

---

Please return completed application to: Jessica Stevermer  
Buncombe County Government  
Parks, Greenways and Recreation Services  
59 Woodfin Place  
Asheville, NC 28801  
(828) 250-4263