



# City of Emeryville

INCORPORATED 1896  
COMMUNITY SERVICES DEPARTMENT  
4727 San Pablo Avenue  
Emeryville, California 94608-3304  
Tel: (510) 596-4395

## Community Grant Application

### GRANT PROGRAM DISCRIPTION

The City of Emeryville awards monies to programs or specific community projects that improve the quality of life and build civic pride in Emeryville. The categories covered by this funding are cultural arts, education programs or similar activities.

### REQUIREMENTS FOR GRANT CONSIDERATION

Organizations or individuals wishing to apply for a Community Grant must comply with the following requirements:

- ♣ Organization or individual must be located in Emeryville, or the activity for which the request is being made must occur in Emeryville.
- ♣ Program or project must directly benefit the Emeryville community and provide long-term community benefit.
- ♣ Organization or individual must demonstrate community support.
- ♣ Organization or individual must be non-profit and provide a copy of non-profit status [501(c)(3) tax-exemption form] along with this application or be sponsored by a non-profit fiscal agent.

### HOW TO APPLY

Applicants must submit one (1) original signed application with supporting documents to the Community Services Department. An organization or individual may propose more than one program or project for consideration; however, each program or project requires a separate application.

### APPLICATION PROCESS

When completing the application, please specify the amount that you anticipate you will need for your program or project and submit your application and supporting documents to the Community Services Department. All awards have a funding cap of Ten-Thousand Dollars (\$10,000.00) per application.

Applicants will be invited to present their application(s) to a subcommittee of the Parks and Recreation Committee and the Public Art Committee for consideration. You will be asked to demonstrate your compliance with all requirements during the interview process. After consideration by the subcommittee, recommendations will be made to the Emeryville City Council. The City Council will approve or deny funding requests. If you receive approval for your funding request, an evaluation of your program or project will be required upon completion.

<b>RETURN FORMS TO:</b>	<b>COMMUNITY SERVICES DIRECTOR</b> <b>4727 San Pablo Avenue. Emeryville, CA 94608</b>
-------------------------	--



# City of Emeryville

INCORPORATED 1896  
COMMUNITY SERVICES DEPARTMENT  
4727 San Pablo Avenue  
Emeryville, California 94608-3304  
Tel: (510) 596-4395

## Community Grant Application

### APPLICANT INFORMATION

Name of Organization or Individual:		501(c)(3) Certification: (attach) <input type="checkbox"/> YES <input type="checkbox"/> NO	
Location Project Address		City: Emeryville	State CA:      Zip Code: 94608
Program or Project:	Phone No.:	Website:	
Contact Name:			
Organization/individual Street Address: (if different from above)		City:	State:      Zip Code:
Phone No.:	Email:		

### FUNDING REQUEST INFORMATION

Amount Requested: \$ 0.00	No. of Residents Served:	Other Sources of Review/Matching Funds:
Reason for Request: (Please explain in detail your request for funding. Why is this project needed? How will funds/project improve the quality of life for Emeryville residents?)		
Supporting Documents: (Please indicate supporting documents and attach with the completed application)		
<input type="checkbox"/> Detailed Budget	<input type="checkbox"/> Brochures	<input type="checkbox"/> Sketch
<input type="checkbox"/> Flyers	<input type="checkbox"/> Samples	<input type="checkbox"/> Neighbor Notifications
		<input type="checkbox"/> Insurance Affidavit
		<input type="checkbox"/> Signature of Property Owner

SIGNATURE

PRINT NAME

DATE

RETURN FORMS TO:  
**COMMUNITY SERVICES DIRECTOR**  
4727 San Pablo Avenue. Emeryville, CA 94608

Processing of your request may take 45-60 days. A representative will be requested to appear and discuss the requests on behalf of the individual or organization. Incomplete applications may delay the process.