



## 2017 Budget Request Form

The City of Vermillion has annually distributed funds to local organizations to aid in conducting projects or services that promote the general welfare of the community. The amount of funding varies each year depending on available resources and the needs of the City's public services. City Administration looks favorably upon an organization's ability to sustain its general operating activities and gives preference to proposals for one-time capital improvements projects. Requests for other types of expenditures may also be considered. The City Council ultimately determines the amount of funding awarded and any special terms or conditions of such funding.

In order to be considered for funding in the 2017 budget, this form must be completed and submitted to the City Manager by **July 8, 2016**. Staff will then review all requests, present the information to the City Council, and notify applicants of any actions taken. Applicants may be requested to appear before the City Council to explain their request. Please include ten copies of this form and any supporting materials when returned.

The City of Vermillion is authorized to provide funds under SDCL 9-12-11 to organizations that meet the definition of an incorporated non-profit corporation under SDCL 47-22-1(8). Any organization that does not qualify as a non-profit corporation will not be considered for funding.

**Contact Information:**

Please provide the following contact information for your organization.

Date of Application:	
Name of Organization:	
Street Address:	
City, State, Zip Code:	
Contact Person:	
Title:	
Phone:	
Email:	

**Major Funding Sources:**

Please list the specific organizations that are major funding sources, including the planned contribution from the City of Vermillion. Also, please list the amount associated with each funding source. If more sources exist please send a separate sheet with all relevant sources.

- 1) \_\_\_\_\_ \$ \_\_\_\_\_
- 2) \_\_\_\_\_ \$ \_\_\_\_\_
- 3) \_\_\_\_\_ \$ \_\_\_\_\_
- 4) \_\_\_\_\_ \$ \_\_\_\_\_
- 5) \_\_\_\_\_ \$ \_\_\_\_\_

**Organizational Commitment:**

Step 1:

Please list, identify, and be specific about the goals of your organization. If more room is needed please send an additional sheet with all goals.

Goals

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_
- 6) \_\_\_\_\_

Step 2:

Provide an answer to each of the following questions. Answers can be attached on separates sheets as long as the question(s) are contained within.

Please associate your organization's goals with the City of Vermillion's goals?

How will your project or service benefit the community of Vermillion?

What other organizations are you collaborating with for this project? (Please describe the collaboration level and level of funding from other organizations)

**Budget**

Please attach a separate sheet detailing the organization’s budget with the City of Vermillion’s proposed contribution noted under revenues.

**Non-profit Status**

Please provide proof from the Secretary of State’s Office of being an incorporated non-profit. If you are also a 501(c)(3) non-profit please enclose an up-to-date proof of your 501(c)(3) status.

Corporate ID: \_\_\_\_\_

Home State: \_\_\_\_\_

Status: \_\_\_\_\_

Last Annual Report: \_\_\_\_\_

**Other Information**

Number of people the organization currently serves:

Total: \_\_\_\_\_

Unduplicated: \_\_\_\_\_

Number of people the organization would serve with the funding provided by this application: \_\_\_\_\_

Hours per week available to the public (if applicable): \_\_\_\_\_

By signing and submitting this form you agree (i) everything is correct to the best of your knowledge (ii) that the enclosure of misleading or fraudulent information may lead to penalties and possible jail time in accordance with Federal and State laws (iii) that submitting this document does not guarantee being awarded any funds for any project or service.

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

*When all information has been prepared, please submit the information to:*

Office of the City Manager  
City of Vermillion  
25 Center Street  
Vermillion, SD 57069