

## **Bulloch Alcohol & Drug Council Criteria for Grant Request**

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- Projects must be related to substance abuse prevention.
- Funding cannot be utilized for services provided by BADC.
- Recipients must be nonprofit entities;
- Recipients must reside in Bulloch County or if the recipient is an agency the service provided must be provided to residents of Bulloch County and funds granted must remain in Bulloch County;
- Grant funds cannot be utilized to build facilities or purchase capital items unless the structure or item is required for the provision of service;
- The project must be capable of attaining its goals and objectives within the fiscal year in which the grant is approved;
- Grant applications will be considered during two review periods. The two review periods will be January 1 - February 28<sup>th</sup> and August 1 - September 30<sup>th</sup>. Successful applicants will not be eligible for funding in consecutive review periods.

The recipient must agree to provide the Committee an annual report concerning the outcome of the project on or prior to August 31<sup>st</sup> each calendar year.

### **Upon approval of grants, the organization must agree to provide the Committee with the following information:**

- A detailed budget for the operations that the organization plans to implement. The budget should explain the grant allocation of funds for each service that the organization plans to implement. The explanation should be very specific as to asset allocation;
- Provide a copy of the organizations fiscal year end Audit Financial Statement;
- Provide the IRS nonprofit status letter the program has received for operation;
- A statement of the program's goals for each service that the program intends to provide should be submitted;
- The organization should submit a copy of the program's corporate bylaws.

**Grant Application  
Bulloch Alcohol & Drug Council**

**This application and requested information must be completed by the applicant prior to request being considered by the Grant Committee. Please complete the application as thoroughly as you can to avoid any delay in the review of your request.**

- (A). Name of organization requesting the Grant:**
- (B). Contact person for the requested Grant:\_  
Telephone Number of the Representative:  
Fax Telephone Number of the Representative:**
- (C). Briefly describe your organization's structure. You should indicate how the organization is governed and indicate if the organization has a national or state affiliation. If such a relationship does exist, you should briefly describe the affiliation. You may provide additional data concerning your organization on a separate sheet of paper.**
- (D). \_\_\_\_\_  
The BADC will award any one grantee up to \$500.**
- (E). \_\_\_\_\_  
Does your organization receive grants from other funding sources?\_\_Yes  
No \_\_If yes, please state the funding source.\_\_\_\_\_**

**The following information must be provided prior to your application being considered:**

- (A). A detailed description of the grant that you request. The requested information must contain the grant's goals and objectives and the end results that you expect to achieve should you be approved for a grant. (Please limit to one page.)**
- (B). Your tax exempt information including tax-free identification number.**
- (C). A fiscal year budget for your expenditures of the grant that you request.**
- (D). A fiscal year end Audited Financial Statement**
- (E). Corporate Bylaws (if applicable)**
- (F). Draft objectives and goals of organization**