

CLINTON COUNTY DEVELOPMENT ASSOCIATION
SPRING / FALL GRANT APPLICATION CHECKLIST

_____ The applying organization and project are located within Clinton County.

_____ All blanks on the application have been completed. (Pre-qualified organizations need only insert the organization name and issued ID number on Line 1, and may leave blank Lines 2 through 6A).

_____ Answers have been provided for items 7 through 10. Note: These are the items by which the application is scored. An Answer of No or N/A results in a score of 0. Answers provided for items 11 through 17.

_____ A total of 12 Copies of the application including a detailed budget must be submitted. A pre-printed check marked Void from the financial account of the Applicant organization is attached to one copy of the application. All 11 copies need to include all other required attachments. Send to: Clinton County Development Association, PO Box 2061, Clinton, Iowa 52733-2061 or deliver to 721 S 2nd St, Clinton, Iowa 52732.

_____ Project includes 25% matching funds. In-kind contributions of labor or land do not qualify as matching funds. Example: For a \$100,000 project, the applicant may request up to \$75,000 in funding and must have \$25,000 in matching funds. For a \$60,000 project, the applicant may request \$45,000 in funding and must have \$15,000 in matching funds.

_____ Copies of the IRS issued exemption letter under IRS Code Section 501(c) must be attached to all 12 copies of the application. (Pre-qualified organizations do not need to attach copies of the IRS exemption letter. This section also does not apply to taxing bodies of local government).

_____ If the organization is claiming exemption as local government body under IRS Chapter 170(c)(1), documentation of grant application approval and any commitment of matching funds from the governmental body **MUST BE** included.

_____ All applications must be submitted in the form provided or they will be disqualified. Additional pages or attachments are permitted.

All applications must be received at the Clinton Area Chamber of Commerce office, 721 S 2nd St, Clinton, IA by 4:30 PM of the second Wednesday in March (for Spring grants) or second Wednesday in August (for Fall grants) or they will be disqualified. There are no exceptions.

January 2018

