

CLINTON COUNTY DEVELOPMENT ASSOCIATION

FUND A GRANT APPLICATION CHECKLIST

- _____ The applying organization and project are located within Clinton County.
- _____ All blanks on the application have been completed.
- _____ Answers have been provided for items 7 through 9. Note: These are the items by which the application is scored. An Answer of No or N/A results in a score of 0.
- _____ A total of 10 Copies of the application including a detailed budget must be submitted. All 10 copies need to include all 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 matching funds equal to the amount requested.
- _____ Total project cost is at least \$150,000.
- _____ A total of 50% of the total project cost is available in matching funds. Example: For a \$200,000 project, the applicant may request up to \$100,000 in funding and must also have \$100,000 in matching funds.
- _____ Copies of the IRS issued exemption letter under IRS Code Section 501(c) must be attached to 4 copies of the application.
- _____ If the organization is claiming exemption under IRS Chapter 170(c)(1), documentation of grant application approval and any commitment of matching funds from the governmental body is included.
- _____ All applications must be submitted in the form provided or they will be disqualified.

All applications must be submitted in the form provided and received at the Clinton Area Chamber of Commerce office, 721 S 2nd St, Clinton by 5:00 PM of the second Tuesday in April or they will be disqualified.