



FY 2017/2018

CITY OF THOUSAND OAKS

Application For

SPORTS FACILITIES ENDOWMENT FUNDS

Applications are now being accepted for the City of Thousand Oaks Sports Facilities Endowment Fund. The attached Application is available for download from the City's website (www.toaks.org) in Adobe Acrobat PDF format.

For **questions** regarding this Application, contact:

Heather Cousin, Library Director

805-381-7300 or hcousin@tolibrary.org

Applications must be submitted **no later than 5 p.m. on September 29, 2017** to:

Heather Cousin
City of Thousand Oaks Library
1401 E. Janss Road
Thousand Oaks, CA 91362
805-381-7300
hcousin@tolibrary.org

Applications Accepted
August 1, 2017 - September 29, 2017



FY 2017-2018

CITY OF THOUSAND OAKS
Application For
SPORTS FACILITIES ENDOWMENT FUNDS

(Application must be typed or printed legibly)

1. **Organization Name:** _____

2. **IRS non-profit number [501(c)(3)]:** _____
(Only requests from qualified 501(c)(3) organizations within the meaning of section 509(a) of the IRS code will be reviewed. We **can not** fund individuals or for-profit organizations. For more information on how to certify with the IRS, contact them at www.irs.gov.)

3. **Address:** _____

Email address: _____

4. **List the name, address, and telephone number of the contact person(s) regarding this application:**

<u>Name</u>	<u>Email Address</u>	<u>Phone #</u>
_____	_____	_____
_____	_____	_____

5. **AMOUNT OF GRANT YOU ARE REQUESTING:** \$ _____

6. **For what SPECIFIC CAPITAL IMPROVEMENTS are funds being requested?**

**Requests must be for a specific capital improvement to be eligible and a letter from the property owner stating approval of the project MUST BE included with the application.*
PLEASE NOTE: Under California Labor Code Section 1720 the granting of public funds may subject this project to the payment of prevailing wages. Acceptance of the grant requires the grantee to indemnify the City against any claims that prevailing wages are owed from the project.

7. **List the officers of your organization:**

<u>Name</u>	<u>Title</u>	<u>Phone #</u>	<u>Volunteer?</u> <u>(Yes/No)</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

8. **State the primary purpose of your organization:**

9. **Briefly describe how your organization is attempting to achieve its purpose:**

10. **Briefly detail how the use of these funds will benefit or promote Thousand Oaks:**

11. **Is the above program a new program or the continuation of an existing, on-going program?**

12. **Identify sources of alternative funding you could utilize.**

13. **Explain why this project exceeds your organizations normal capacity to fundraise.**

14. **Budget Information:**

- * **Total Budget for your Organization:** \$_____
- * **Project budget for specific PROJECT (capital improvement) that you are applying for** \$_____
- * **Total funding requested from City of Thousand Oaks and percentage it represents of the total PROJECT budget:** \$_____ % _____
(Grant awards CANNOT exceed HALF of project cost.)

15. **Identify your organization's major source of funding for 2015/2016:**

<u>Amount</u>	<u>Percent</u>	<u>Source</u>
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TOTAL: \$_____

16. **Identify income and revenue sources you anticipate for 2017/2018:**

<u>Amount</u>	<u>Percent</u>	<u>Source</u>
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TOTAL: \$_____

17. **How will your organization provide "MATCHING" amount to City funding, if approved?** (Grant awards cannot exceed half of project cost.)

18. **Please complete the financial information on pages 5 & 6 for 2017-2018 (or organization's last fiscal year budget) based on a combination of actual and estimated revenues and expenditures.**

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To the best of my knowledge, this Application is a true and accurate statement. By signing this application, I certify that I have read the attached Resolution, Grant Criteria, and draft Grant Agreement.

(Signature of Organization Officer)

(Printed Name)

(Title)

ORGANIZATION NAME:_____

****Requests must be for a specific capital improvement to be eligible and a letter from the PROPERTY OWNER stating approval of the project MUST BE included with the application. Also submit THREE QUOTES/BIDS for the project with the application.***

PLEASE NOTE: Under California Labor Code Section 1720 the granting of public funds may subject this project to the payment of prevailing wages. Acceptance of the grant requires the grantee to indemnify the City against any claims that prevailing wages are owed from the project.

**FINANCIAL REPORT
ESTIMATE FOR PERIOD ENDING June 30, 2017
ENDING CASH BALANCES**

<u>BANK NAME</u>	<u>BALANCE</u>
	\$ _____
	\$ _____
TOTAL CASH	\$ _____

BALANCE SHEET

<u>ASSETS</u>		<u>LIABILITIES & EQUITIES</u>	
Cash	\$ _____	Accounts Payable	\$ _____
Accounts Receivable	\$ _____		
TOTAL	\$ _____	NET WORTH	\$ _____

Please provide a line item budget for the program you are applying for from the last fiscal year. (Unless this is a new program, if so please state_____.)

OPERATING STATEMENT 2017 - 2018

INCOME

Please list all community support, government grants, donations, government contracts, interest earnings, individual donations, fundraisers, and other sources of income:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL INCOME \$ _____

EXPENDITURES

Salaries	_____
Maintenance & Operations	_____
Capital Outlay	_____

TOTAL EXPENDITURES \$ _____

Change in Net Worth \$ _____

Submitted by: _____
(Signature)

(Printed Name)

(Title)