

**KENT COUNTY LEVY COURT  
COMMUNITY SERVICE GRANT APPLICATION  
FISCAL YEAR 2020  
FORM 1**

Name of Organization: \_\_\_\_\_

Business Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Daytime Phone No. \_\_\_\_\_ Contact Person: \_\_\_\_\_

Accounting Method: Cash \_\_\_\_\_ Accrual \_\_\_\_\_ Date of Incorporation: \_\_\_\_\_

Federal Tax Identification # (E.I.N.): \_\_\_\_\_

Names of Board of Directors: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Names of Officers:		
Title:	_____	Name: _____
Title:	_____	Name: _____
Title:	_____	Name: _____
Title:	_____	Name: _____
Title:	_____	Name: _____

Organization Mission:

Organization Locations (location(s) where services are actually provided)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Letter of Board of Approval**

\_\_\_\_\_ agrees

(Name of Organization applying for grant)

1. that all Community Service Grant monies received from Kent County Levy Court shall be used for the purpose of carrying out the primary mission of the receiving agency.
2. that funds will be spent within Kent County, Delaware, whenever possible.
3. that the information provided herein is accurate and complete.

\_\_\_\_\_  
President or Chairperson

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**KENT COUNTY LEVY COURT  
COMMUNITY SERVICE GRANT APPLICATION  
FISCAL YEAR 2020  
FORM 2**

Organization: \_\_\_\_\_

**REVENUE**

Revenue Source	Previous Year	Current Year	Proposed Year
<b>1 County Government</b> (list county revenues by agency and title)			
2 Kent County Community Service Grant			
3 Sussex County			
4 New Castle County			
<b>5 Subtotal</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>6 State Government</b> (list state revenues by agency and title)			
7			
8			
9			
10			
<b>11 Subtotal</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>12 Federal Government</b> (list federal revenues by agency and title)			
13			
14			
15			
16			
17			
<b>18 Subtotal</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>19 Investments</b>			
20 Dividends & Interest			
21			
22			
<b>23 Subtotal</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>24 Other Revenue</b> (list by agency and title)			
25			
26			
27			
28			
29			
30			
<b>31 Subtotal</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>32 TOTAL REVENUE</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

**KENT COUNTY LEVY COURT  
COMMUNITY SERVICE GRANT APPLICATION  
FISCAL YEAR 2020  
FORM 3**

Organization: \_\_\_\_\_

**DISBURSEMENTS**

	Previous Year	Current Year	Proposed Year
1 <b>EXPENSES</b>			
2 Salaries			
3 Employee Benefits			
4 Payroll Taxes			
5 Professional Fees			
6 Supplies			
7 Telephone & Telecommunications			
8 Postage			
9 Rent			
10 Utilities			
11 Repairs & Maintenance			
12 Printing & Publications			
13 Travel, Conferences & Meetings			
14 Dues & Subscriptions			
15 Assistance to Individuals			
16 Grants & Awards			
17 Miscellaneous			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28 <b>TOTAL EXPENSES</b>		\$	\$
29 <b>NON-EXPENSE DISBURSEMENTS</b>			
30 Equipment			
31 Vehicles			
32 Mortgage/Loans			
33 Investments			
34 Other			
35			
36			
37			
38			
39 <b>TOTAL NON-EXPENSE DISBURSEMENTS</b>	\$	\$	\$
40 <b>TOTAL DISBURSEMENTS</b>	\$	\$	\$

**KENT COUNTY LEVY COURT  
COMMUNITY SERVICE GRANT APPLICATION  
FISCAL YEAR 2020  
FORM 4**

Organization: \_\_\_\_\_

**SUMMARY**

	Previous Year	Current Year	Proposed Year
1 <b>TOTAL REVENUE (from Form 2, Line 37)</b>			
2 Kent County Community Service Grant (from Form 2, Line 2)			
3 All Other Revenues	\$	\$	\$
4 <b>TOTAL DISBURSEMENTS (from Form 3, Line 40)</b>			
5 Operating Surplus/Deficit (Line 3 less Line 4)			
6 Carryover			
7 <b>NET Surplus/Deficit (Line 5 plus Line 6)</b>	\$	\$	\$

**KENT COUNTY LEVY COURT  
COMMUNITY SERVICE GRANT APPLICATION  
FISCAL YEAR 2020  
FORM 5**

Organization: \_\_\_\_\_

PROGRAM INFORMATION

1 Program Name & Target Population:

2 Program Description:

3 Which other community organizations provide this or similar services?

4 How will the program obtain its objective & how will the outcomes be measured?

5 What progress has been made in the past year to achieve program objectives?



