



Town of Pulaski Non-Profit Grant Program

Much like our small businesses, non-profit organizations provide a vital service to the Town of Pulaski. As such, we try to find every opportunity to support you through these challenging times. Through Pulaski County, funds have been made available to the Town of Pulaski which will allow us to establish grants of up to \$5,000 to assist and stabilize our non-profit community as they move toward recovery efforts.

Financial assistance for Town of Pulaski 501(c)(3) and 501(c)(19) non-profits impacted by COVID-19 will be made available on September 8th, 2020.

Eligibility

- 501(c)(3) and 501(c)(19) non-profits that are based in the Town of Pulaski
- 501(c)(3) and 501(c)(19) non-profits that are directly serving Town of Pulaski citizens
- Town of Pulaski 501(c)(3) and 501(c)(19) non-profit that were in operation prior to February 15th, 2020
- Town of Pulaski 501(c)(3) and 501(c)(19) non-profits must be registered and in good standing with the State Corporation Commission (SCC) (as applicable)
- Town of Pulaski 501(c)(3) and 501(c)(19) non-profits that are up to date on all Town of Pulaski taxes, charges and fees

*A **501(c)(3) organization** is a corporation, trust, unincorporated association, or other type of organization exempt from federal income tax under section 501(c)(3) of Title 26 of the United States Code and are organized and operated exclusively for religious, charitable, scientific, literary, or educational purposes, for testing for public safety, to foster national or international amateur sports competition, for the prevention of cruelty to children, women or animals.*

*A **501(c)(19)** is an Internal Revenue Service (IRS) tax exemption status that applies to veterans organizations. These organizations include "a post or organization of past or present members of the United States Armed Forces (USAF), an auxiliary unit or society of such post or organization, or a trust or foundation for such post or organization.*

How to Apply

The Town of Pulaski will administer the program. Forms can be downloaded from the Town of Pulaski's website at: www.pulaskitown.org. Applications will be accepted on a first come first serve basis starting on September 8th, 2020.

NOTE: *The entirety of the Pulaski County Non-Profit Grant Program is funded at a level of \$75,000 through a CARES Act appropriation to Pulaski County, Virginia. The program will conclude on December 1st, 2020 or at which time the funds for the program have been depleted. Pulaski County has also announced their own Non-Profit Recovery Grant program with a maximum payout of \$5,000. You may apply for both our grant and the County's grant for a possible combined payout of \$10,000. For those non-profits not eligible to apply for the County's grant, you may still submit an application for our grant.*

Questions

Please contact Darlene Burcham, Interim Town Manager at dburcham@pulaskitown.org or Jordan Whitt, Social Media Manager at jwhitt@pulaskitown.org with any questions.



Town of Pulaski Non Profit Grant Program

General Information

Name: _____ **Date:** _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State Zip Code

Phone: _____ **Email:** _____

Non-Profit Name & Services Provided: _____

1. Is your 501(c)(3) or 501(c)(19) non-profit located in the Town of Pulaski? Yes No
2. Was your 501(c)(3) or 501(c)(19) non-profit in operation prior to February 15,2020? Yes No
3. Is your 501(c)(3) or 501(c)(19) non-profit current in paying county taxes, charges and fees? Yes No
4. Does your 501(c)(3) or 501(c)(19) non-profit directly serve Town of Pulaski citizens? Yes No
5. Do you have an EIN or SCC # (If applicable)? Yes No
If yes, please provide the number:
6. Is your 501(c)(3) or 501(c)(19) non-profit in good standing with the State Corporation Commission (SCC)?
Yes No
7. Have you also applied for Pulaski County’s Non-Profit Recovery Grant? Yes No

Financial Summary

Please provide a summary of how your 501(c)(3) or 501(c)(19) non-profit has been impacted by COVID-19.

Grants are awarded in amounts up to \$5,000. Please indicate how much funding your business is applying for.

\$1,000 \$2,000 \$3,000 \$4,000 \$5,000

Date Received: Received By: Reviewed By: Approved: Yes No



The following items are approved expenses under the CARES Act, please estimate how the funds that you receive will be used. All expenses must have occurred **after** March 1, 2020 and **before** December 30, 2020.

Type of Expense	Amount	Description
Rent/Mortgage		
Payroll (employees/owner draw)		
Employee Benefits		
Utilities		
Marketing		
Vendor Payments		
Equipment Purchase/Lease		
Supplies		
Software		
Other		

It is a requirement to fill out the W9 attached to this application.

I certify, by my signature below, that my answers are true and complete to the best of my knowledge. If approved, I understand that false or misleading information in my application or use of the funds for expenses other than those deemed eligible for sustaining the 501(c)(3) or 501(c)(19) non-profit due to business interruption as a result of COVID-19 may result in having to return any funds received. I further understand that I should be prepared to provide documentation of eligible expenses for audit purposes and to maintain them for a period of five (5) years.

Signature: _____ Date: _____

Applications may be submitted to: dburcham@pulaskitown.org or jwhitt@pulaskitown.org, or they can be delivered to the Town of Pulaski Municipal Building at: 42 1st Street Northwest Pulaski, VA 24301.



It is important to keep this page for your records.

Please be prepared to document all funds, per the chart below, that are spent over the next five (5) years, as well as retain ALL relevant receipts.

Type of Expense	Date(s)	Amount	Vendor	Receipt Attached	Description
Rent/Mortgage					
Payroll (employees/owner draw)					
Employee Benefits					
Utilities					
Marketing					
Vendor Payments					
Supplies					
Software					
Other					