



**Organizational Information**

The Commission on Homelessness for Volusia & Flagler Counties (CoH) is announcing its first Letter of intent process for 2019. All organizations interested in applying for funds administrated by or through the CoH must first successfully complete the Letter of Intent process to be invited to submit program proposals. This process is designed so that each potential applicant can provide evidence of their general organizational viability, good financial standing and eligibility for future funding.

\*Organization Name:

\*Organization Address:

Mailing Address, if different:

\*Executive Director First Name:

\*Executive Director Last Name:

\*Executive Director Email:

\*Executive Director Phone Number:

Contact First Name, if not Executive Director:

Contact Last Name:

Contact Email:

Contact Phone Number:

\*Please provide a description of your organization (max 200 words).

\*Applicants should select all anticipated funding categories they intend to apply for, if invited:

- HUD  Department of Children and Families

**Certification Requirements and Attachments**

Please attach the following documents in PDF format:

\*501(c)3 IRS determination letter

 

\*Most recent I.R.S. Form 990 or 990 EZ (If the applicant applied for an extension, please include documentation of the extension request in the upload)

 

\*Board of Directors Roster

 

\*Board of Directors Bylaws

 

\*Most recent financial audit or financial review (from a third party independent financial auditor)

 

\*Attestation to government financial requirements: Please read the attached document and upload a signed attestation, located on page 6 of the document.

 

*Grant Financial Requirements.docx*

\*Active registration with the Division of Corporations (please include an annual report in upload)

 

\*Solicitation license from the Department of Agriculture

 

\*Non-Discrimination Policy

 

\*Drug-Free Workplace Policy

 

\*ADA Compliance Policy

\*Whistleblower policy

 

\*Current Summary Agency Budget (your own format, with timeframe noted)

 

\*Evidence of operations for last two years

 

**Attestation**

Electronic Signature

*\*Please provide your signature to attest that you have reviewed and approve of the application:*

*Enter your name as "United Way Volusia Flagler" to Confirm your Electronic Signature.*