

PHASE 35 EMERGENCY FOOD AND SHELTER PROGRAM Application & Request for Funds

All local organizations applying for funds must complete the entire application. **Incomplete submissions will not be reviewed. No late proposals will be accepted. No exceptions.**

APPLICATION SUBMISSION DEADLINE:

Submit your application to: Emergency Food and Shelter Program Kootenai County

Email: janet@stvincentdepaulcda.org

Mail: 201 E. Harrison Ave., Coeur d'Alene, ID 83814

(Applications may be emailed or mailed and must be received by the above date/time)

Agency Name: _____

Contact Person: _____

Email: _____ Telephone: _____ Fax: _____

Federal ID: _____ DUNS #: _____

Total Request \$ _____

Please summarize your program request. All narrative submissions must be typewritten (12pt font) and should not exceed three pages.

1. Please provide a brief description of your organization.
2. Briefly describe emergency food and/or shelter services offered by your organization.
3. Describe how the funds for which you are applying will supplement or expand existing programs and services.
4. Please provide the total number of client services provided by your organization in your latest fiscal year. For instance, if you provide shelter services, how many nights of shelter did you provide? If you serve meals, how many meals did you provide? If you transport food, how many pounds of food did you deliver?

In addition to this document please submit the following:

- IRS 501c3 Determination Letter
 - List of Board Members
 - Most recent Audit or Financial Review
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