



MOHAVE COUNTY COMMUNITY SERVICES DEPARTMENT

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(928) 753-0776 FAX
Arizona Relay 711 TDD

2601 Highway 95
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2031 Spawr Cir
Lake Havasu City, AZ 86403
(928) 453-0710
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CDBG PROGRAM REQUIRED SUBMITTALS (Non-Profits)

Entity Name: _____

1. Most recent IRS 501(c)(3) tax-exempt status determination letter (n/a if Special District)
2. Articles of Incorporation
3. Current By-Laws
4. Current Board Members
5. One-page list of the Board of Directors and their affiliations.
6. Most recent audit, or if not required, current financial statements
7. Budget showing how the requested grant would be spent.
8. Certification of Good Standing (Az. Corp. Commission) (www.cc.state.az.us)
9. Executed letter verifying the organization's Board has authorized the application and agrees to carry out the proposal, if funded. Include authorization for you to act in their behalf.
10. List of current funding sources for proposed project (public and private), indicating amounts contributed and dates received.
11. If proposal is contingent on other funding sources (public and private), include letters of commitment, or mutually signed letters of agreement, signed by parties responsible.
12. Include documentation of any other leverages, including land deeds.
13. If project requires a BLM Lease, a copy of the BLM Right-of-Way.
14. Preliminary engineering reports, if applicable.
15. If historic property, and asbestos is present, a cost estimate to include abatement.
16. If any type of construction is needed, you must have an Engineer who will develop the Scope of Work and manage the project. (Not included in CDBG funding)

* Additional documents may need to be submitted, depending on the type of project.