

County of Emmet

200 Division Street
Petoskey, Michigan 49770

TO: APPLICANTS FOR 2010 SENIOR FUNDING

FROM: GAIL A. MARTIN, COUNTY CLERK

- When submitting your application, please include the original completed application along with 10 copies.
- The deadline for submitting your application is August 3, 2009 at 4:30 P.M. at the County Clerk's Office.
- The Committee on Aging, will review all applications and will inform you if any additional documentation or information is necessary.
- You will receive notification if the Committee would like to schedule an interview with you.
- If you should have questions or need further assistance, please feel free to call me at (231) 348-1745.

AFFIRMATION OF NON-DISCRIMINATION

At a meeting of the governing board of _____, the board () adopted a policy () affirmed its policy non-discrimination as follows:

“It shall be the policy of _____ to provide membership/employment/service opportunities to all eligible persons, without regard to race, religion, color, national origin, citizenship, age, sex, marital status, political affiliation, and for employment only, height, weight, and record or arrest without conviction.”

I certify that the practices of this organization conform to the policy of non-discrimination stated above.

Dated: _____

(President or other authorized official)

7. How are your services for each service provided evaluated for quality? Please include supporting documents.

8. Staff: Please list the number in each category of professional, technical, clerical, maintenance, etc., and indicate whether full or part-time. If you have specific salary range, please list. (Please attach additional sheet, if necessary.)

9. If there are auxiliaries or affiliated organizations whose activities contribute to the programs or support your agency, please submit a list of the names of such organizations.

10. If the agency has an arrangement for the purchase of its service, or provision of service by contract from governmental or voluntary agencies, itemize for what purpose, from whom, and the amount.

11. What other agency services could come under a similar arrangement?

12. Part A:

As specifically as possible, please define where your Senior Citizens Millage will be spent in the next fiscal year. (For example, indicate the dollar amount to be spent in each department.)

Part B:

In this calendar year, please document as accurately as possible, where your Senior Citizens Millage has been spent. (For example, indicate the dollar amount spent in each department.)

EXPENSES	Last Year (Actual)	This Year (Budgeted)	Next Year Proposed
7000 Salaries			
7100 Employee Benefits			
7200 Payroll Taxes			
8000 Professional Fees			
8100 Supplies			
8200 Telephone			
8300 Postage & Shipping			
8400 Occupancy			
8500 Rental & Equipment Maintenance			
8600 Printing & Publishing			
8700 Travel			
8800 Conferences & Meetings			
8900 Special Assistance to Individuals			
9000 Dues			
9100 Awards & Grants			
9400 Miscellaneous			
9691 Pay Affil. Organization			
Board Designated Future			
TOTAL EXPENSE			
TOTAL REVENUE			
TOTAL EXPENSE			
REVENUE - EXPENSE			

REVENUE	Last Year (Actual)	This Year (Budgeted)	Next Year Proposed
Allocation from Senior Millage			
Revenue all sources			
4000 Contributions			
4200 Special Events			
4300 Legacies			
4600 Associate Organizations			
4700 Other Senior Programs			
5000 Grants from Govt.			
6000 Dues			
6200 Service Fees			
6300 Sale of Material			
6500 Investment Income			
6900 Miscellaneous			
IF NEEDED			
IF NEEDED			
IF NEEDED			
IF NEEDED			
IF NEEDED			

13. Has the information on this application form been submitted to, and approved by the governing body of your organization?

YES _____ NO _____

Has the governing body of your organization authorized the filing of this application?

YES _____ NO _____

Please attach a copy of the motion, resolution, or statement in which approval or authorization was given, stating name of the body, and the date of the meeting at which the action was taken.

Submitted By: _____
(Agency)

By: _____

Date: _____