



CPR - CARES Pandemic Relief Grant Application for Non-profit Organizations

APPLICANT INFORMATION

Legal Name of the Non-profit Organization, including assumed name, if any:

<input type="checkbox"/> 501 (c)(3)	<input type="checkbox"/> 501 (c)(6)	<input type="checkbox"/> Other: _____	
Length of Time in Operation	Years Months	Fed Tax Id#	MN State ID
Mailing Address		City	Zip
Location Address		City	Township
Business Phone	()	Cell Phone	()
E-Mail Address		Web Address	
Contact Name		Title	
Amount of Funding Requested	\$ _____	The FTE number of employees: Number of volunteers: Annual average number of people served:	
1. What is the purpose/mission of this non-profit organization?			
2. What is the impact that the COVID-19 Pandemic and Stay-at-home orders have had on your non-profit organization? (i.e.; loss of revenue, inability to serve clients, increase in demand for services, etc.).			
3. What additional need(s), if any, has this non-profit addressed for individuals and/or for the community as a result of COVID-19 and related orders?			
4. How will the funds be used?			

Funding Information

- Eligible applicants may request up to \$5,000 in CPR Grant assistance based upon need.
- Applications will be considered and acted on by the Cottonwood County Board of Commissioners.
- The grant application will be considered public information for auditing purposes only. The attachments will be considered private data.
- Grants can be used for expected losses from March 1 through November 30, 2020.

Eligible Applicants

- Non-profit organizations that can demonstrate an increase in demand for services due to COVID-19 or can make an impact for individuals or the community in response to COVID-19 and related issues.
- All eligible applicants must have a physical location in Cottonwood County and serve the residents of Cottonwood County.
- All eligible applicants must be registered with the Minnesota Secretary of State since April 1, 2020.

Ineligible Applicants

- A separate application process will be applicable to for-profit businesses.

Application Requirements

- The CPR – CARES Pandemic Relief Grant application must be completed in its entirety by the applicant and submitted to the Auditor/Treasurer's Office located at 900 Third Avenue, Windom, MN 56101 or submitted electronically to donna.torkelson@co.cottonwood.mn.us by September 15, 2020, in order to be considered.
- A copy of the IRS non-profit determination letter.
- The most recent federal 990 tax return filed by the business.
- Income/expense statements for 2019 and expected losses through November 30, 2020.
- Grant recipients agree to provide documentation of how funds were spent within 60 days following grant dispersal.

GRANT PROGRAM POLICY AUTHORIZATION FOR RELEASE OF INFORMATION

Applicant acknowledges that they are making application for a Grant, and that Cottonwood County may rely on the applicant's warranties and self-certification of eligibility in the approval process of a grant. Applicant certifies that only one application per non-profit business location was submitted. Cottonwood County reserves the right to verify whether duplicate applications were submitted, and to eliminate duplicate applications from consideration, in Cottonwood County's sole discretion. This information and the information provided on all accompanying documents is provided for the purpose of obtaining a grant for the Applicant. Applicant acknowledges that representations made in this application will be relied on by Cottonwood County in its decision to award such grant. Cottonwood County is authorized to make all inquiries it deems necessary to verify the accuracy of the information contained herein. The Applicant will promptly notify Cottonwood County of any subsequent changes which would affect the accuracy of this information and the information provided on all accompanying documents. The Applicant understands that it is a crime to make a false representation as to their or their company's financial ability for the purpose of securing a grant. The Applicant declares under penalty of perjury that all information provided herein and on accompanying documents is true in every detail and accurately represents the financial condition of the applicant and the Business on the date given below, and that the Applicant has authorization for the business to sign this form.

I hereby make application to the Cottonwood County Non-profit Relief Fund. I acknowledge that this involves public dollars and I certify that I am eligible, my application is true and accurate and that I understand Minnesota Data Practices laws apply to this application and any grant agreement I may sign under it.

Signature/Title of Applicant: _____ Date: _____

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Be sure to include:

- A copy of the IRS non-profit determination letter.
- The most recent federal 990 tax return filed by the business.
- Income/expense statements for 2019 and expected losses through November 30, 2020.

The Cottonwood County Board of Commissioners retains final authority to determine if a business is eligible or not, and whether to approve a grant or not.

For questions, call 507-831-1905 or email donna.torkelson@co.cottonwood.mn.us.