



## **Attention Residents and Community Service Groups in NPUs X, Y and Z!**

**You are eligible to apply for grants up to \$2500 to benefit your community. These grants are made possible through an agreement with LiveNation to set aside funding from ticket sales to**

**benefit the areas surrounding Aaron's Lakewood Amphitheater. See Funding Guidelines on the opposite side for details.**

**Examples of projects that are funded include clean-ups, tutoring, youth mentoring, arts and recreation programs, neighborhood beautification programs and senior services. Any neighborhood group or civic organization within NPU X, Y or Z is encouraged to apply for funds for projects that benefit the residents of these communities. 501 c3 status is not required to apply.**

**NPU X, Y and Z neighborhoods include:**

### **NPU X**

**Capitol View  
Capitol View Manor  
Hammond Park  
Perkerson  
Sylvan Hills**

### **NPU Y**

**Amal Heights  
Betmar LaVilla  
Chosewood Park  
Englewood Manor  
High Point  
Joyland  
Lakewood Heights  
South Atlanta  
The Villages at Carver**

### **NPU Z**

**Blair Villa/Poole Creek  
Browns Mill Park  
Glenrose Heights  
Lakewood  
Leila Valley  
Norwood Manor  
Orchard Knob  
Polar Rock  
Rebel Valley Forest  
Rosedale Heights  
South River Gardens  
Swallow Circle/Baywood  
Thomasville Heights**

## Funding Guidelines for Lakewood Amphitheater Community Grants

The Lakewood Amphitheater Community Finance Committee (L AFC) consists of nine (9) members with three (3) members from each of the Neighborhood Planning Units X, Y and Z.

### A. Funding Criteria

1. The committee will give preference to programs which require one-time funding, which do not have readily available funding from their sources, which demonstrate the capacity to become self-sustaining, and which have the potential for long-term improvement of the quality of life for communities within NPUs X, Y and Z. Examples of projects that might be considered including neighborhood cleanups and beautification programs, after-school tutorial programs, initiation or augmentation of recreation programs, including the purchase of uniforms and equipment, and employment preparation and training.
2. No funds will be disbursed by this committee for personal salaries, rent, religious events or activities or for the purchase of power tools. No funds will be disbursed by this committee to a government entity or quasi-government entity such as NPUs.
3. Only proposals from not-for-profits operating within the boundaries of NPUs X, Y and Z will be considered for funding.
4. In cases where grants are awarded to organizations associated with a government entity such as school or a library, the committee will require the organization receiving the grant to retain ownership of any property purchased with the grant. The organization shall be required to notify the associated governmental entity in question by letter of its intent to retain ownership of the property and provide the Secretary of the Committee with a notarized copy of such letter. Such stipulations are for the purpose of protecting the tax-exempt status of the Foundation which administers the Committee funds.

### B. Funding Procedure

1. Funds available for distribution on January 15<sup>th</sup> shall be divided into four equal sums to be allotted by the committee on a quarterly basis. Any funds left over at the end of the quarter may be disbursed in sums equally divided among the remaining quarters of that year.
2. All applicants must submit typewritten proposals describing their organization and explaining or documenting the project budget and the expected benefit to the communities in NPUs X, Y and Z.
3. Send eleven (11) copies of the proposal to: L AFC, PO Box 6942, Lakewood Hts Station SE, Atlanta, GA 30315.
4. Deadline for receipt of proposals for the four quarters are Jan. 1, April 1, July 1 and Oct. 1, respectively.
5. The Committee will screen each proposal to determine if the proposal meets the criteria outlined above.
6. Each project which passes initial screening by the committee will be assigned for further investigation by two committee members who will conduct an onsite visit. The committee members charged with the responsibility for the visit will make a report and recommendation at the L AFC meeting following the visit.
7. All proposals must list an address and phone number for the requesting organization and the names and signatures of the officers of the organization.
8. All funding selections will be by a vote of the committee as a whole, after recommendation and report from the initial onsite visit have been presented.
9. Organizations which have received funds from the Committee shall not be eligible for future funding until 1 year has elapsed from the date of their previous funded application.

### C. Disbursal of Funds

- 1 Upon approval of any proposal, the L AFC will charge the President of the Committee to:
  - a) Issue written notification of the amount of the award to the recipient and the Foundation.
  - b) Submit a copy of their proposal to the Foundation.
  - c) Authorize the Foundation to issue a check in the name of the recipient
  - d) Receive the check from the foundation and obtain the required acceptance signatures.
2. Recipients must cash the check received from the committee within 30 days of receipt.

### D. Accounting for Project Funds

1. Recipients are required as a condition of their grants to keep accurate records of all expenditures of funds.
2. All receipts, paid invoices issued for the expenditures of grant funds must be forwarded to the L AFC. Expenditures will be reviewed and verified by the Committee before any additional funding is allotted for that organization when it becomes eligible the following year. All expenditures must be itemized.