



CARROLLTON
TEXAS
Community Funding Application

Funding Application for Fiscal Year 2027
October 1, 2026 - September 30, 2027

All applications must be received no later than 11:30am on Friday, May 29, 2026

I. Background Information

1) Organization:

Contact Name:

Title:

Address:

Telephone:

Email Address:

Website:

What best describes the purpose of the organization?

Services

Special Events

Arts Program

Special Project

Major Events

Organization Formation Date:

2) What best describes the type Organization requesting funding:

Non-Profit Organization that qualifies as a tax-exempt organization

A group consisting of employees of a business or business located in the City

A group consisting of individuals, the majority of whom are residents of the City that has been formed for the purpose of planning and conducting a Special Event or performing a Special Project

3) Has any member of the Board of Directors of the Organization been involved with any personal business transactions with a member of the City of Carrollton (including City Council) during the past 12 months? YES NO

If YES, briefly describe:

- 4) Is any member of the City of Carrollton, including City Council, also a member of your Board of Directors or an Officer within your Organization? YES NO

If YES, briefly describe:

- 5) Briefly describe the mission or goals and objectives of your Organization?

II. Financial Information

I hereby certify the information contained in this application is true to the best of my knowledge and belief.

- 1) Funding Amount requested: \$

Note: Allowable amounts for the Program is defined in the City's Community Funding Policy.

- 2) Briefly describe impact if only partial funding is available.

- 3) Does the organization request support from in-kind services from the City of Carrollton (i.e. event support)? YES NO

If YES, briefly describe:

III. Insurance Information

- 1) If necessary, will your agency be able to provide proof of required insurance as noted in the contract? YES NO

IV. Signature/Certification:

- Recipient is subject to all Community Funding Program requirements including submittal deadlines and payment disbursement requirements.
- Every Community Funding application is considered individually and on its own merit.
- Awards will be given to organizations and activities that directly benefit the residents of Carrollton.
- Funding is not immediately available to the recipient; and requires completion of a contract upon approval. Please allow time for checks to be processed.
- The awarding of Community Funding does not constitute an automatic annual allocation.
- The recognition for Community Funding should accrue to the City of Carrollton.
- For all Special & Major Events, the necessary City permits must be obtained through the appropriate departments prior to the scheduled event. For example, Parades or Block Parties must contact the City for all associated permits and fees.

I hereby certify the information contained in this application is true to the best of my knowledge and belief:

(E) Signature

Date

Typed Name

Guidelines for Submitting Funding Assistance Request

The Community Funding Policy and Procedures are found on the City's Website at: cityofcarrollton.com/budget

Please complete the application form and attach one copy of each of the following:

- For Service Organizations, please continue to Addendum A.
- For Events, Arts, or Special Project, please continue to Addendum B.
- For Major Events, please continue to Addendum C.
- Literature about the organization.
- Annual budget and operating report (summary of funding sources, services and activities).
- Audit report or financial statements containing statement of assets, liabilities and fund balances.
- If applicable, provide a Status Verification from Internal Revenue Service's website <http://apps.irs.gov/app/eos/>
- List of board of directors, officers and staff.
- List of top five funding sources.

Application packets must be submitted by May 29, 2026 by 11:30am

City of Carrollton
Budget & Management Analysis
1945 E. Jackson Road
Carrollton, Texas 75006
(972) 466-3494 (phone)
ManagementAnalysis@cityofcarrollton.com

Thank you for your interest and cooperation. After successful completion of the application, the Budget & Management Analysis Team will contact you regarding the next steps.

Community Funding Application
Addendum A
Service Organizations

Organization Name:

Scope and Services of Community Involvement

How many Carrollton residents did you directly provide services to in the past year?

What services does your organization provide to Carrollton residents?

Please explain how the grant funding will specifically benefit Carrollton residents.

Community Funding Application
Addendum B
Special Events, Arts Program or
Special Project

Organization Name:

Scope of Community Involvement

Describe the special event, art or project and its benefits to the City of Carrollton. Please include location, estimated size of space to be used, audience and marketing plan (if applicable).

Describe the administrative oversight of the activity.

For Special Events only please provide the following:

Total Attendance for last year's event:

How was attendance calculated: Ticket Sales Headcount (by who:)

Estimated Attendance for the upcoming year?

Please provide a calendar of events with in-kind contributions requested for each event. Please attach a separate page if necessary.

For Special Projects only, does the project require ongoing maintenance or upkeep? If yes, please explain how this will be managed.

Community Funding Application

Addendum C

Major Events

Organization Name:

Scope of Community Involvement

Please provide an overview of the major event. Please include location, estimated size of space to be used, audience, and marketing plan.

Describe the administrative oversight of the event.

Provide an economic analysis of the impact of the major event to the City of Carrollton.