

**Agency Application for 2017-2018 Projects**

**Financial Information Cover Letter**

**Agency Name**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

When submitting your financial information, PRINT this cover letter and place on top of ONE PAPER COPY of each of the following:

* Letter of IRS Determination of Tax-Exempt Status 501(c)(3).
* Most current IRS 990, Parts I, II, III, and IV. If your agency does not submit a 990, explain in the comments section below.
* Latest audit and management letter. If agency is not audited, provide previous fiscal year-end Balance Sheet & Statement of Activity.
* Budget to Actual for previous and current fiscal year end.
* Most recent Balance Sheet.

Comments:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Required: Please enter a dollar amount in each box.

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| --- | --- |
| Amount Requested from JLA | $ |
| Total Project Cost | $ |
| Current Year Expense Budget | $ |
| 990 Total Agency Expense | $ |
| 990 Program Services\* | $ |
| \*If not required to file a 990, please use P/Y Actuals (if applicable use numbers from most current audit) |