

**Donee Eligibility
Required Documentation
To Be Provided and On File**

1000 **PUBLIC EDUCATION**

1. Completed Application (3 years)
2. Copy from Public School Directory

2000 **PUBLIC HEALTH**

1. Completed Application (1 year)
2. Current License from the Department of Health
3. Or Approval from Appropriate Authority
4. Copy from State, City or County Directory

3000 **PROGRAM FOR OLDER INDIVIDUALS**

1. Completed Application (1 year)
2. Tax Exempt IRS 501c3 Ruling Letter
3. Accrediting For or Current License
4. Or Approval from Appropriate Authority
5. Complete Narrative of the Program
6. Articles of Incorporation
7. Evidence of Older American Funding
(41 CRP Part 102-37, Appendix C, specifies type of funding)

SEA'S

1. Completed Application (3 years)
2. Must be on List of Nationally Approved SEA's
Eligibility determined by DOD – can only receive DOD property from the
SASP)

FOOD BANKS (Homeless category)

Requirements same as for Providers of Assistance to Homeless

4000 **STATE AGENCY**

1. Completed Application (3 years)
2. Agency Narrative
3. Copy of State Directory
4. Or Evidence of Funding
5. Or State Statute

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CITY AGENCY

1. Completed Application (3 years)
2. Copy from City Directory

6000

COUNTY AGENCY

1. Completed Application (3 years)
2. Copy from County Directory
3. Or Evidence of Funding
4. Or State Statute

FIRE DISTRICTS

1. Completed Application (1 year)
2. Copy of State, City, or County Budget showing Public Funding
3. Charter or Mutual Agreement between the Fire Department and the City and County.
4. Or State Statute

VFD's / RESCUE SQUADS

1. Completed Application (1 year)
2. Copy of State, City, County, or Fire District Budget showing Public Funding designated for VFD / Rescue Squad
3. Narrative or Mission Statement
4. Charter or Mutual Agreement between the Fire Department and the City of the County
5. Or State Statute / Local Ordinance

7000

NONPROFIT HEALTH

1. Completed Application (1 - 3 years)
2. Tax Exempt IRS 501c3 Ruling Letter
3. Current License from the Department of Health
4. Or Approval from Appropriate Authority
5. Complete Narrative of the Program including Facility / Staffing
6. Articles of Incorporation

PROVIDER OF ASSISTANCE TO THE HOMELESS

1. Completed Application (3 years)
2. Tax Exempt IRS 501c3 Ruling Letter
3. Accreditation, Approval, or License when required by State or Local Ordinance.
4. Letter from Local City Official Recognizing the Homeless Provider
5. Complete Narrative of the Program including Facility / Hours / Staffing / Number of Homeless Served
6. Articles of Incorporation
7. Occupancy Permits, Fire and Safety Inspection Certificates
8. Documented Receipt of FEMA Funds or Federal / State Block Grant Funds for Homeless Programs.

PROVIDER OF ASSISTANCE TO THE IMPOVERISHED

1. Completed Application (3 years)
2. Tax Exempt IRS 501c3 Ruling Letter
3. Accreditation, Approval, or License when required by State or Local Ordinance.
4. Letter from Local City Official Recognizing the Impoverished Provider
5. Complete Narrative of the Program including Facility / Hours / Staffing / Number of Impoverished Served
6. How it Determines Financial Eligibility for its Services.
7. Program must be Primarily in Support of the Impoverished.
8. Articles of Incorporation

8000

NONPROFIT EDUCATION

1. Completed Application (3 years)
2. Tax Exempt IRS 501c3 Ruling Letter
3. Current License from the Department of Education
4. Or Accreditation or Approval from Appropriate Authority
5. Complete narrative of the Program including Facility / Hours / Staffing
6. Articles of Incorporation

9000

MUSEUMS

1. Completed Application (1 - 3 years)
2. Tax Exempt IRS 501c3 Ruling Letter
3. Hours of Operation (must be open to public 1,000 hour per year)
4. Complete Narrative of the Museum
5. Articles of Incorporation
6. Full-time Staff Member or Equivalent