



Application Checklist

Please refer to this list to ensure you have all of the documents needed to complete your application successfully.

- Responses to all application questions
- IRS Determination Letter OR Fiscal sponsorship agreement and Fiscal Sponsor's IRS Determination Letter
 - If you are **not** Fiscally Sponsored, please submit your Organization's IRS Determination Letter
 - If you **are** Fiscally Sponsored, please submit your Fiscal sponsorship agreement and Fiscal Sponsor's IRS Determination Letter
- Most recent 990 submitted to the IRS
- State of Maryland Certificate of Good Standing
- Proposed Year 1 Grant Award Budget (annual amount = \$50,000)
- Organization Budget for last fiscal year, current fiscal year, and next fiscal year
 - Note: A fiscal year is a one-year period that a company uses for financial accounting, budgeting, and measuring financial performance. Some companies choose to match their fiscal year with the calendar year (ending December 31) and some choose a non-calendar year (ending June 30 or October 31).*
- Financial Review for organizations with budgets over \$300,000.