

Village of Saranac Lake Cannabis Sales Taxation Funds Grant Program

Application

Please complete the following form to apply for a grant. Refer to the Program Policy Document for guidance on eligibility and required information. All sections must be filled out. Submit the completed application to the Village Clerk's Office. Applications are accepted on a rolling basis throughout the year.

Applicant Information

- Organization Name: (Legal name of the non-profit organization applying, or the lead agency with a non-profit fiscal sponsor)
- Mailing Address: (Street, City, State, ZIP code)
- Primary Contact Person: (Name and title of the person responsible for this application)
- Contact Information: (Phone number and email address for the primary contact)
- Organization Type/Status: (Confirm non-profit status and/or provide Tax ID number. If using a fiscal sponsor, provide sponsor name and proof of non-profit status)

Project Details

- Project Title: (Name of the project or program for which funds are being requested)
- Funding Priority Area: (Select which of the Village's priority areas this project addresses – e.g. Community Engagement, Youth Programs, Law Enforcement, Support for Seniors, Recreational Opportunities. You may list more than one if applicable, but indicate the primary focus)
- Project Summary: (A brief description of the project, 2-3 sentences. What are you planning to do?)
- Project Objectives: (List the key goals of the project. What specific issues will it address or improvements will it make?)
- Target Audience/Population: (Who will benefit from this project? Describe the population served – e.g. children, teens, seniors, general public – and approximately how many people will be impacted)
- Expected Outcomes: (What results do you expect? How will the community be better off? For example, increased number of youth served, safer public spaces, enhanced facilities, etc. Be as specific and measurable as possible)
- Project Timeline: (Proposed start date, key milestones, and end date. Note if the project is ongoing or seasonal. If this is an event, list event date(s); if a purchase, indicate when it will be made)

- Project Location: (Where will the project or program take place? Specify if it's within the Village of Saranac Lake or benefits Village residents in some way. If different from the organization's address, provide location details)

Budget and Funding

- Total Project Cost: \$_____ (What is the entire cost of the project? Include all funding sources, not just the amount requested from the Village.)
- Amount Requested from Village: \$_____ (How much funding are you requesting from the Village's Cannabis Taxation Funds Grant Program? Maximum \$5,000 unless matching funds are provided.)
- Matching Funds (if applicable): \$_____ (If you are providing or have secured matching funds, list the amount and source. *Note:* Applications seeking over \$5,000 must include at least dollar-for-dollar matching funds from other sources.)
- Budget Breakdown: (Attach or include an itemized list or narrative budget detailing how all funds will be used. Clearly identify what the Village grant would pay for. For example: supplies \$2,000; equipment \$1,500; printing \$500; etc. If matching funds or other grants are part of the project, indicate which budget items those funds cover. The budget should demonstrate that no grant funds will be used for salaries/wages, in accordance with program rules.)
- Sustainability: (If the project will continue beyond the grant period or require ongoing funding, briefly describe how it will be sustained in the future. For instance, will your organization absorb any ongoing costs or seek other grants/donations?)

Additional Information

- Previous Village Funding: (Has your organization previously received funding from the Village of Saranac Lake or collaborated with Village programs? If yes, please briefly describe past funding or partnerships.)
- Other Support: (Are you receiving other grants or donations for this project aside from the Village's funds? If yes, list the sources and amounts.)
- Permits or Approvals: (Does the project require any governmental approvals, permits, or partnerships?)
- Proof of Insurance: (Provide a certificate of insurance proving active insurance coverage for the duration of the project or event. The certificate must list the Village as additionally insured.)
- Additional Attachments: (You may attach additional pages or documentation if needed, such as project plans, letters of support, photos, or diagrams. Please list any attachments included with your application.)

Applicant Certification and Signature

By signing below, the applicant certifies that the information provided in this application is true and complete to the best of their knowledge. The applicant also acknowledges that all grant funds, if awarded, will be used only for the purposes outlined in this application and in compliance with the program's requirements and all applicable laws. The applicant agrees that any unused funds or funds not used in accordance with the

approved project must be returned to the Village. The applicant furthermore agrees to submit required progress and final reports detailing the use of funds and project outcomes.

- Authorized Representative Name: (Print)
- Title:
- Signature: _____ Date: _____
- For Village Use – Date Received by Village Clerk: _____