

Senior Nutrition Project • APPLICATION

APPLICANT INFORMATION

TYPE OF PROPOSAL

SUBMISSION REQUIREMENTS

Project Title: _____

Project Dates: Beginning: _____ Ending: _____

Name of Organization _____ Web Site _____

Mailing Address: _____

Contact Person: _____ E-Mail: _____ Phone: _____

Amount Requested: \$ _____ Total Project Cost: \$ _____

I attest this organization is a member of the Kitsap Food Bank Coalition, located within Kitsap County.

Signature of Authorized Representative _____

Check all that apply:

- Equipment or Infrastructure:**
Purchase new or replacement equipment for senior nutrition goods or services.
- Support existing or develop a Senior Nutrition Program:**
Activities and expenditures designed to support existing or new senior nutrition program
- Staffing:**
Increase staff hours to support existing or new senior nutrition program
- Other:**
Other expenditures to support existing or new senior nutrition program

APPLICANTS MUST SUBMIT THE FOLLOWING:

1. W-9 Documentation of non-profit status.
2. The organization's **most recent independent audit** or financial statement created by an independent source. Other documentation showing financial viability may be considered if agency is newly created and the documentation is prepared by an independent source.
3. Completed Project Description form including a description of the proposed project with an explanation of how it will assist in addressing food insecurity for older adults. Budget must include all income and expenses for the project (including if there are other revenue sources, matching funds and/or in-kind contributions).
4. Certificate of Insurance evidencing that any required insurance coverages are, or will be, in effect through the June 30, 2025.
5. If these basic criteria are not met, the application will not be reviewed

Send Completed Application and Required Documentation to:
Glen McNeill
Kitsap County Administrative Services
614 Division St., MS-7
Port Orchard, WA 98366

All documentation must be received by deadline and contain ALL submission requirements to be considered for funding.

Questions? Call Glen McNeill at 360.337.4789 or e-mail gsmcneill@kitsap.gov