

January 29, 2010

Dear Non-Profit Representative:

The City of Sunrise Foundation was founded by the Sunrise City Commission in 2008 in an effort to help meet the funding needs of local non-profits. In the nearly two years since its inception, this 501(c)(3) organization has worked hard to carve its niche in the community – raising funds and awareness.

Attached you'll find the Foundation's latest funding questionnaire. In order to be considered for funding in 2010, we must receive your responses – along with the most current fiscal year of financials your organization has available – by Monday, March 1, 2010.

It is anticipated that recipients will be selected, and funds could be dispersed, by the end of April 2010. Should you have any questions regarding the application process, please contact Christine Pfeffer, City of Sunrise staff liaison for the City of Sunrise Foundation, at (954) 747-4661.

Sincerely,

Michael Yormark  
Board President  
City of Sunrise Foundation, Inc.



## 2010 Funding Questionnaire for Not-For-Profit Organizations

Please provide the following information in the order in which it is requested. All items must be answered completely for your funding request to be considered.

1. Organization's legal name (Please indicate whether the agency's services are social or cultural in nature.)
2. Organization's mailing address
3. Organization's date of incorporation
4. Beginning and ending date of organization's fiscal year
5. Name and phone number of organization's Chief Executive Officer
6. Name and phone number of organization's contact person (if different from above)
7. Brief description of agency goals and objectives
8. Description of how the requested funds would be spent
9. Amount of request
10. How would this funding enhance the services currently being provided to Sunrise residents?
11. Do you have a REQUIREMENT from county, state, federal, grant or other funding sources to raise local match dollars? If yes, what is the match requirement?
12. What percentage of your agency's budget is direct delivery of services as opposed to "overhead"?
13. Provide a brief narrative documenting your organization's commitment to equal employment opportunity, affirmative action, and non-discrimination for vendors used and public served, or attach a written policy.
14. For the most recently completed fiscal year, the current fiscal year (estimated), and the next fiscal year (estimated), please provide the following information:
  - a. Number of Sunrise residents served
  - b. Total persons served
  - c. Of the Sunrise residents served, how many are considered to be at low/moderate income levels?

Please attach any additional relevant information to your completed questionnaire – along with the most current fiscal year of financials your organization has available – and submit to: City of Sunrise Foundation, Inc., Christine Pfeffer, 10610 West Oakland Park Boulevard, Sunrise, Florida 33351. Contact Christine at (954) 747-4661 with any questions.

**Your completed questionnaire, financials, and any supporting documentation must be received by 5:00 p.m. on Monday, March 1, 2010.**