

Optional 1% Funding Application  
Funding Requests for 2023-24

Name of Organization: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Purpose of Funding Requested: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How many individuals are served by your organization? \_\_\_\_\_  
Funding Request from City: 2022-2023 \$ \_\_\_\_\_  
Funding Request for County: 2022-2023 \$ \_\_\_\_\_  
Funding Request for Recreation Board: 2022-2023 \$ \_\_\_\_\_  
Is the sole source of funding for this project the 1% Committee: Yes: \_\_\_\_\_ No: \_\_\_\_\_  
List additional funding sources and amounts for this project including match or in-kind contributions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total amount of this project or applicant funding that is not 1% funding: \$ \_\_\_\_\_  
Has your group previously requested 1% Funding: Yes: \_\_\_\_\_ No: \_\_\_\_\_  
Has your group been previously funded by 1%: Yes: \_\_\_\_\_ No: \_\_\_\_\_  
If yes, to date how much 1% funding have you received: \$ \_\_\_\_\_  
By what date does your group anticipate needing the funding: \_\_\_\_\_

Process:

Beginning in 2017, 1% applications will be considered on an annual basis rather than biannually.

To be considered for funding, application must be received by February 28, 2023 at 5:00 P.M. in the Office of the County Commissioners or City Hall.

Applications will be evaluated by the 1% Optional Sales Tax Committee in March of 2023.

Failure to complete any section of this application may result in disqualification from consideration.

Professional staff from the City of Buffalo or Johnson County may evaluate the funding request and make recommendations to the Committee. Applications should be prepared to host site visits and inspections.

The Chairman of the 1% Committee may consult with the Chairman of the Johnson County Recreation Board after the deadline of submissions to review for duplicative submissions and report back to their respective committees.

Applications that are deemed worthy for consideration will make presentations to the 1% Board. The 1% Board will review these presentations and prepare a preliminary funding list.

The preliminary funding list will be shared with the Johnson County Recreation Board. The 1% Committee, in consultation with the Johnson County Recreation Board may make revisions to final funding list before forwarding to the County Commissioners or the City of Buffalo for final consideration.

**Guidelines:**

Projects should be completed within the calendar year following the award of funds. The committee reserves the right to reduce or exclude new funding requests based on outstanding projects funded by the 1% Committee. Unexpended funds will revert back to 1% Reserve Account if not completed within one year unless written authorization of a waiver is given by the funding entity.

All capital projects shall bear signage identifying the project as funded with 1% Optional Sales Tax Funds. Any advertising for the respective agency should denote 1% Optional Sales Tax Funding.

**Submission:**

In addition to this application, requesting agency or group must submit a detailed budget covering the past two years. Budget should reflect all funding sources, reserves, liabilities and a detailed description of operations.

Requests must include written estimates for all costs and supplies. Written explanation for the cost determination should be included with all documentation.

Ten (10) copies of application should be provided at time of submission.

**Audit/Access to Records:**

Applicants shall make available to the City of Buffalo, Johnson County or the 1% Committee their accounting records for progress and post-performance audits when deemed necessary. All records relative to the allocation of 1% funds are subject to audit.

Accounting records must provide adequate documentation for the Request for Payments submitted and be available for three years from the last date funds were provided to the Organization. Applicant's accounting system must be dependable with adequate internal controls in use. All employer filings required by federal and state agencies must be proper and current.

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1% Applicant