



High Country United Way, Inc.

PO Box 247, Boone, NC 28607
1675 Blowing Rock Rd., Suite 400, Boone, NC28607

Materials Required for Completed Application for Funding

Checklist – A complete application includes the following:

___ Application for Funding

___ Copy or official notice of IRS tax exempt certification under section 501-c-3

___ List of Board of Directors

___ Most recent **financial audit** or year-end financial statement

Organization with budget over \$300K must submit an audit

Organization with budget \$100K to \$299K must submit an audit, CPA review, or compilation

Organization with budget up to \$100K must submit an audit, CPA review, compilation, or tax returns/internal financial statements.

Note: If your organization is required to have an audit by some other oversight group or as required by your Board of Directors, then the High Country United Way requires a copy of said audit. The High Country United Way reserves the right to require an audit of any organization considered for funding

___ Copy of Charitable Solicitation License or Letter of Exemption

___ Memorandum of Agreement

___ Articles of Incorporation and copy of Bylaws and Amendments **available for review** if requested

Deadline for submission for all materials: Friday, April 21, 2017