



## Funding Application for the Saint Charles County Mayors' Charity Ball 2023

Courtesy of the Mayors' Charity Ball Committee

To all Applicants:

The Mayors' Charity Ball Committee would like to take the opportunity to thank you for your interest in the application process for your charity. Over the past few years, the Mayors' Ball has disbursed moneys to many worthwhile charities within St. Charles County and we continue to do so with great pleasure.

As the number of applicants has steadily increased, our committee has reviewed the process and implemented some changes in our policies. This has been done to give the greatest opportunity to the most people. We have placed a time restraint on our charity applications. All charities will only be eligible every three years for possible funding. In other words, if you received money last year for your charity, you will not be eligible for the next two years for our funding.

The committee members believe capital projects are the most helpful for charities, as these one-time projects can help the most people and free up resources for the general operating budget of a charitable organization. We also believe that implementing innovative new programs are helpful if the charity sponsor can assure the committee that it will be funded continually without resources from the Mayors' Charity Ball Committee on a regular basis.

Please read the entire application before you start the application process. Should you have any questions, please contact:

City of O'Fallon:

Bess Bacher

Email: [bbacher@ofallon.mo.us](mailto:bbacher@ofallon.mo.us)

Phone: 636-240-2000

City of St. Peters:

Julie Smith

Email: [jsmith@stpetersmo.net](mailto:jsmith@stpetersmo.net)

Phone: 636-477-6600

City of St. Charles:

Carla Bray

Email: [carla.bray@stcharlescitemo.gov](mailto:carla.bray@stcharlescitemo.gov)

Phone: 636-949-3200

Beth Norviel

Email: [beth.norviel@stcharlescitemo.gov](mailto:beth.norviel@stcharlescitemo.gov)

Phone: 636-949-3200

City of Wentzville:

Angie Conner

Email: [angela.conner@wentzvillemo.gov](mailto:angela.conner@wentzvillemo.gov)

Phone: 636-327-5101

Kathryn Bowman

Email: [kathryn.bowman@wentzvillemo.gov](mailto:kathryn.bowman@wentzvillemo.gov)

Phone: 636-327-5101

***Thank you for your interest in the Mayors' Charity Ball!***

# Funding Application for the Saint Charles County Mayors' Charity Ball

From Net Proceeds of the Saint Charles County Annual Mayors' Charity Ball

The Mayors' Charity Ball Committee is pleased to provide you with the grant application and funding guidelines for our next Mayors' Charity Ball to be held on **Saturday, March 25, 2023**, at the St. Charles Convention Center.

In order for your application to be processed and evaluated, it must be received at the following address **no later than Monday, August 29, 2022, by 3:00 p.m.:**

**Mayors' Charity Ball Committee  
c/o O'Fallon Municipal Centre/ Mayor's Office  
100 North Main Street  
O'Fallon, Missouri 63366**

## **Please mark your calendar:**

The selected charities will be contacted by Wednesday, September 14, 2022, for qualifying interviews with the committee, which will be held on **Monday, September 19, 2022, at O'Fallon City Hall.**

Please review the attached instructions for completing the grant application. Grant applicants who do not follow these instructions will not be considered.

## **FUNDING REQUIREMENTS:**

Each item must be initialed and dated by your designated organization representative acknowledging your understanding of the funding requirements.

1. The organization must be a not-for-profit with approved IRS determination of tax exemption.

\_\_\_\_\_  
Initials & Date

2. Only applications from charities within the limits of St. Charles County will be considered.

\_\_\_\_\_  
Initials & Date

3. All charities will only be eligible every three years for possible funding.

\_\_\_\_\_  
Initials & Date

4. If selected:

- a. Each organization must have at least one representative participate in the event planning.

\_\_\_\_\_  
Initials & Date

- b. Each organization must provide active participation at the Mayors' Charity Ball by providing volunteer workers to help set up and work at the event. Set up starts at 8:30 a.m. and clean up begins at 11:30 p.m. on Saturday, March 25, 2023. Each organization will be required to provide at least 4 volunteers, per time slot. The time slots will be determined by the planning committee members. If your organization does not provide enough volunteers per time slot than your funding request could be reduced.

\_\_\_\_\_  
Initials & Date

- c. Each organization must purchase one table (10 tickets) for the event. Price per ticket: \$200.00.

\_\_\_\_\_  
Initials & Date

- d. Each organization will be required to participate in a two-minute promotional video which will be shown at the event. The City of Saint Charles produces the videos for each charity.

\_\_\_\_\_  
Initials & Date



**Date of Application:** \_\_\_\_\_

**Applicant Information:**

1. Organization name, address and telephone number of organization requesting funds:
  - a) Organization name: \_\_\_\_\_
  - b) Address: \_\_\_\_\_
  - c) Telephone number: \_\_\_\_\_
  
2. Name of contact person, their affiliation with the organization, email address and office telephone number:
  - a) Name of contact person: \_\_\_\_\_
  - b) Job Title: \_\_\_\_\_
  - c) Email Address: \_\_\_\_\_
  - d) Office telephone number: \_\_\_\_\_

**Organization's Background:**

1. Describe the purpose of the organization and its primary activities or services:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
2. Date and place of incorporation; include number of years located in St. Charles County:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Indicate the geographical areas and population this organization serves:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
4. List major corporate and foundation grants received in the past two years, including the amount of each grant. If possible, please keep to this space. If additional space is necessary, please list the remaining contributors and the associated funds on a separate sheet of paper labeled **APPENDIX A.**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Financial Information**

1. Total project or program cost: Total: \$ \_\_\_\_\_

Please include a complete itemized budget of the funds being requested in support of the project or program and describe the project/program. Label this information **APPENDIX B.**

2. Amount of funds requested: Total: \$ \_\_\_\_\_

3. Current year operating expenses: Total: \$ \_\_\_\_\_

Please include a complete itemized budget. Label this information **APPENDIX C.**

Indicate percentage of overall budget directed towards fundraising activities and administration:

Fund Raising: \$ \_\_\_\_\_ %

Administration: \$ \_\_\_\_\_ %

4. Previous year's operating expenses: Total: \$ \_\_\_\_\_

Indicate percentage of overall budget directed towards fundraising activities and administration:

Fund Raising: \$ \_\_\_\_\_ %

Administration: \$ \_\_\_\_\_ %

5. Projected next year's operating expenses: Total: \$ \_\_\_\_\_

Fund Raising: \$ \_\_\_\_\_ %

Administration: \$ \_\_\_\_\_ %

6. Principal sources of support (current year):

Earned income: \$ \_\_\_\_\_

Individual contributions: \$ \_\_\_\_\_

Government contributions: \$ \_\_\_\_\_

United Way: \$ \_\_\_\_\_

Foundations / Corporations: \$ \_\_\_\_\_

Fund raisers: \$ \_\_\_\_\_

OTHER: \$ \_\_\_\_\_

7. Reimbursement for Volunteer costs: \$ \_\_\_\_\_

**Personnel Background:**

1. List Principal Officers and Board of Directors. Please include business affiliation:

Name:	Title:	Business Affiliation:

2. Number of Members on the Board of Directors: \_\_\_\_\_

3. Number of board meetings held per year: \_\_\_\_\_

4. List the working committees of the Board and how often they meet:

Committees:	How often they meet:

5. Additional sources of grant funding. (Include awarded/in process /to be submitted funding requests.)

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6. Please list other sources and the amounts of funding you are requesting for this project, if any:

Corporate Foundation	Amount Requested	Status

