



**Neighborhood Services Division  
Housing Section**  
1104 Martin Luther King Jr. Avenue  
Lakeland, FL 33805  
Phone (863) 834-3360  
Fax (863) 834-3369

March 2, 2009

**Re: General Fund - Community Service Applications  
Fiscal Year: October 1, 2009 - September 30, 2010**

Dear Applicant:

The City of Lakeland is currently accepting applications from 501c(3) non-profit organizations seeking funds to provide Community Service Programs for the program year 2009-2010. *(Community Service grants are subject to the availability of funds)*

The following guidelines have been adopted by the Citizens Advisory Committee (CAC) to better serve the citizens of our community:

- Limit each agency to one application and one category
- Set minimum (\$1,000) and maximum (\$15,000) limits of funds to each agency
- Reserve the right to refuse an award based on current policy criteria
- The following is a list of **ineligible** items. These requests will disqualify your grant application from consideration:
  - funds for any public school program
  - vehicle purchases – cars, buses, vans, or trucks
  - leases, insurance, or rental of vehicles
  - sports related items, equipment, or uniforms
  - band uniforms
  - cash incentives or stipends
  - administrative salaries
- Grants set from \$1,000 to \$5,000 for start-up/grass roots organizations  
A set-aside will be made available for such grants.

To compete for funding, please complete the enclosed application and return it to the attention of Ms. Annie Gibson, Community Development Department, Neighborhood Services Division, Housing Section, 1104 Martin L. King, Jr. Avenue, Lakeland, Florida, 33805, **by 4:00 p.m. on Friday, April 3, 2009.** The deadline will be strictly enforced.

The application form is also available in a fillable format on the City's web site at [www.lakelandgov.net/commdev/housing/](http://www.lakelandgov.net/commdev/housing/).

Requests for Community Service funds will be reviewed by the City's Citizens Advisory Committee (CAC) and a recommendation for funding will be prepared for City Commission consideration. A total of \$80,000 will be recommended for funding community service agencies from the City's General Fund for the fiscal year of October 1, 2009 through September 30, 2010.

If you have questions about the application or whether a proposed activity is eligible for community service funds, please contact me at (863) 834-3360 or by email at [annie.gibson@lakelandgov.net](mailto:annie.gibson@lakelandgov.net).

Sincerely,

Annie L. Gibson  
Housing Programs Coordinator

AG/cr

Enclosure

Xc: Steve Bissonnette  
Brian Rewis