CITY COUNCIL APPLICATION FOR DISCRETIONARY FUNDING

ORGANIZATION INFORMATION (PLEASE PRINT)

Name of organization: __________________________________________________________

Tax I.D. #: _________________________________________________________________

Amount requested: __________________________________________________________

Mailing address: _____________________________________________________________

City: _____________________ State: ___________________ Zip: _____________

Type of Organization: (CHECK ONE)

☐ For Profit Corporation/LLC ☐ Sole Proprietor ☐ Partnership

☐ Not-For-Profit Corporation ☐ Not-For-Profit Organization/Association

Councilmember requesting funds from: ____________________________________________

CONTACT INFORMATION

Name: ______________________________________________________________________

E-Mail: _____________________________________________________________________

Address: ___________________________________________________________________

Phone number: _______________________________________________________________

Office held at organization: __________________________________________________________________________

Please email the application to: www.citycouncil@cityofmobile.org

Mail to:
Attn: City Council Office; P.O. Box 1827, Mobile, Al 36633-1827

*Once the application is received, it will be forwarded to the appropriate City Councilmember for approval*

Please note: payment processing may take up to 5 weeks
Criteria for funding request letter to City Council:

1. Submit the request on the organization’s letterhead.

2. Make sure each request is addressed to one specific councilmember, for example; Councilman Gregory – District 7 Mobile City Council P.O. Box 1827 Mobile, AL 36633-1827 - send a letter for each councilmember if more than 1 donation is requested.

3. State exactly how much money the organization is requesting.

4. State what the funds will be used for specifically.
   For example; – “neighborhood security” is not acceptable, instead “4 cameras and 3 spotlights for neighborhood security” is acceptable.

5. Attach any estimates / quotes / receipts

6. Include the contact person’s name, phone number, email, and mailing address – all 4 must be provided.

7. The letter must have a hand-signed signature on it.
   (The letter can be emailed or mailed in, but it cannot contain a “stamped” or “electronic” signature.)