



NEWS FROM COUNCIL MEMBER

36TH DISTRICT, BROOKLYN

Robert E. Cornegy, Jr.

REPRESENTING THE COMMUNITIES OF BEDFORD-STUYVESANT AND CROWN HEIGHTS

Dear Friend,

Each year, members of the City Council allocate discretionary funds to support important projects carried out by non-profit organizations & public institutions in their districts. The FY16 discretionary funding process is now underway.

Information for Non-Profit Orgs.

Non-profit organizations¹ may request discretionary funding to cover the cost of 1) providing useful programs or services (expense funding) and/or 2) capital projects, such as acquiring or renovating property (capital funding). These activities and/or property must serve a city purpose and be available to the general public.

All non-profit organizations that wish to receive discretionary funding must **first** complete & submit the appropriate online application(s) and mail in any required supporting documents to the City Council's finance department. Reliable internet access & printers are available at all branches of the Brooklyn Public Library (<http://www.brooklynpubliclibrary.org/map/>).

FY16 Expense Application: <http://council.nyc.gov/html/budget/application.shtml>
SUBMISSION DEADLINE: February 20, 2015 at midnight

FY16 Capital Application: <http://www.nyc.gov/html/capgrants/capgrants.html>
SUBMISSION DEADLINE: March 26, 2015 at 5 PM

FY16 CDF Application: <http://www.nyc.gov/html/dcla/html/funding/cdf.shtml#cdf>
(*an additional, early application process for non-profit arts & cultural organizations*)
SUBMISSION DEADLINE: February 9, 2015 at midnight

Second, once your electronic application has been submitted, send an e-mail to dgross@council.nyc.gov, including:

¹ Non-profits must meet strict criteria to qualify for this funding, such as having a 501(c)(3); registering with New York State's Charities Bureau; and having an EIN. A pamphlet describing the requirements for non-profits seeking expense funding is available on my City Council web page (<http://council.nyc.gov/d36/html/members/home.shtml>). You can review the criteria for groups seeking capital funds at: <http://www.nyc.gov/html/capgrants/downloads/exhibit1guidelines.pdf>.

- 1) The reference number associated with your application;
- 2) Contact information (mail, phone and email)
- 3) A brief description of your group's past use of discretionary funding &/or work your group has recently done in the 36th Council District (1 pg. maximum)

Information for City Institutions

City institutions wishing to apply for discretionary funding (i.e., non-charter public schools, libraries, etc.) are not required to complete the online application. Rather, please submit an e-mail including the following details to my Legislative Director, Dynishal Gross (dgross@council.nyc.gov) no later than February 20, 2015 @ midnight. This message should include:

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|--------------------------------|--|
| 1. Entity Name | 5. Contact E-Mail |
| 2. Entity Address | 6. Amount of Funding Requested |
| 3. Contact Person Name & Title | 7. Brief Description of Project to be Funded |
| 4. Contact Phone | |

Help is Available

The applications for discretionary funding are designed to be self-explanatory and accessible even to a first time user. Please explore the applications online well before the deadline to ensure you don't get stuck. You may direct questions about the FY16 City Council discretionary funding process to Dynishal Gross (dgross@council.nyc.gov).

You may also receive technical assistance at my district office on a first-come, first-served basis on Discretionary Funding Fridays: 1/30, 2/6 & 2/13 from 10 AM – 1 PM @ 1368 Fulton Street, Suite 500 (Restoration Plaza, above Applebees).

Meetings

It is not possible for my office to meet with every entity applying for funding. However, we will reach out to schedule some meetings with applicants, as needed. For this reason, please complete and submit your application as far in advance of the deadlines as possible and make sure to provide accurate contact information & to monitor your e-mail & voicemail.

I look forward to reviewing your applications and to the excellent services you will bring to the 36th District.

Yours truly,



Robert E. Cornegy, Jr. (D-36)