



## 2024 Beneficiary Application

### A Vintage Affair Mission Statement:

A Vintage Affair aims to provide a significant financial contribution to a non-profit organization whose services benefit the Williamson County community without prejudice as to race, color, creed, national origin or religious affiliation. All funds contributed to the non-profit organization are designated for programs that directly support the well-being of women and children in need.

**Application Deadline: October 23rd by 5:00pm**

**NO LATE APPLICATIONS WILL BE ACCEPTED**

Applications may be hand delivered or mailed to the A Vintage Affair office.

All applications hand delivered must arrive at the office address below prior to the deadline. All applications sent via mail must be postmarked on or before October 23rd, 2023 and mailed to:

**A VINTAGE AFFAIR  
130 9<sup>th</sup> Avenue South  
Franklin, TN 37064**

### **ELIGIBILITY CRITERIA – Applicant MUST meet ALL of the following criteria:**

- A legally established Tennessee not-for-profit organization whose assets do not benefit private individuals.
- The applicant's programming, administrative practice, and board membership do not discriminate on the basis of race, color, national origin, sex or handicap.
- The organization can demonstrate sound managerial and fiscal competence.
- The organization demonstrates a legitimate need for funding.
- Programs and services MUST meet the requirements of A Vintage Affair's Mission Statement (above).
- The organization has an active Board of Directors or a volunteer group actively guiding the organization's policies.

### **RESTRICTIONS – Amounts awarded may not be used for the following:**

- Purposes that are not within A Vintage Affair's Mission Statement, or the applicant's proposed purpose
- Fixed operating expenses, including salaries for employees and/or staff
- Entertainment costs (e.g. theater parties, museum opening, receptions, fund raising, awards, etc.)
- Endowments

### **SELECTION CRITERIA:**

- Merit of the proposed overall project
- History and stability of the applicant
- Ability to demonstrate need for funding and budget appropriateness
- Clarity and conciseness of program narrative and description of event or programs
- Expressed objectives of the applicant and the ability to achieve the objectives
- Demonstrate community interest and an ability to assist A Vintage Affair in its events



# 2024 Beneficiary Application

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Each year A Vintage Affair raises and distributes funds to local charitable agencies devoted to the overall well-being of women and children in Williamson County. We ask that selected Beneficiaries assist AVA in its fundraising activities by volunteering and assisting in other ways. Due to grant funding being limited and highly dependent on community involvement throughout the given year, some qualified proposals may not receive the entire amount requested.

Applications must be received by the date as provided on the cover page of the Beneficiary Application. Additional pages may be used, as needed, to fully respond to the questions and information requests outlined below. All applications will be reviewed by the AVA Beneficiary Committee and approved by the AVA Executive Board of Directors. Selected beneficiaries will be notified by email or mail by January 1, 2024.

If your responses require more space than provided, please attach additional explanations to the application.

Organization Name: \_\_\_\_\_

Organization Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Are you a Tennessee entity? \_\_\_\_\_ If not, what state is your entity formed under? \_\_\_\_\_

Is your entity in good standing with the Tennessee Secretary of State? \_\_\_\_\_

If not in good standing, please explain: \_\_\_\_\_

\_\_\_\_\_

Name of Director: \_\_\_\_\_

Name of Board Chairman/Chairwoman: \_\_\_\_\_

Please list all Board Members or attach a Board Member Directory to your application:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please explain the mission of the organization:  
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\_\_\_\_\_  
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Please provide a high-level history of the organization:

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Current sources of funding:

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Geographic area served by the organization:

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Programs within the organization that serve women and/or children within Williamson County:

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Has this organization received funding from A Vintage Affair in the past? \_\_\_\_\_

If so, please describe the amount(s) received and what specifically the funds were used for:

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Is the applicant and its Board of Directors willing to assist A Vintage Affair in its fundraising efforts?

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If so, please describe the assistance the organization will provide (volunteering at events, underwriting, marketing, etc.).

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Please complete the below financial summary and include a copy of your most recent Financial Report for Registered Charitable Organizations that you filed with the State of Tennessee Secretary of State. *If not available, please attach your most up-to-date audited financials.*

Financial Year Represented: \_\_\_\_\_

### Revenue

Contributions, Grants, Gifts	
Membership Dues	
Program Services	
Special Events	
Other Revenue	
<b>Total Revenue</b>	<b>\$</b>

### Expenses

Program Services	
Administration /	
Fundraising	
Payments to Affiliates	
Other Expenses	
<b>Total Expenses</b>	<b>\$</b>



**2024 Requested Funding Amount:** \_\_\_\_\_

What specific program/project(s) will be funded by the proceeds from A Vintage Affair? Please try to quantify – as reasonably as possible – the number of women and/or children who would benefit and the amount(s) that would go towards each program specifically. If needed, please attach additional pages for in-depth explanation.

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Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

*Use of the funds by a beneficiary are strictly limited and may only be used for purposes that fall within A Vintage Affair's Mission Statement. Should a beneficiary desire to use funds for purposes other than those included in the application or which were approved by A Vintage Affair's Board of Directors, the Beneficiary must obtain approval from A Vintage Affair's Board of Directors prior to expending the amount.*

A VINTAGE AFFAIR RESERVES THE ABSOLUTE RIGHT TO DESIGNATE FUNDS IN ANY AMOUNT AT ITS COMPLETE DISCRETION FOR EMERGENCY PURPOSES ITS BOARD OF DIRECTORS DETERMINES ARE NEEDED.