

To ensure a complete application for the Medici Road Renew America Nonprofits program, please prepare and submit the following documents:

- Proof of nonprofit status** - IRS determination letter confirming nonprofit status.
- Proof of building ownership** - Deed or title with organization name as building owner
- List of projects** - A brief description of proposed energy updates and how they align with your organization's mission and community impact
- 3 years of annual budget** - Complete budget document for the most recent three years
- 3 years of financial statements** - 3 years of audited or CPA compiled Financial Year End financial statements
- Organizational Chart** - A current organizational chart to provide insight into the structure and key personnel involved in the project.
- Utility bills** - 24 months of electricity and gas bills
- Letter of support** - Letter from community partners or stakeholders that demonstrate support for the organization's mission and proposed project
- Bank account statements** - last 3 months of bank account statements to support the financial evaluation
- Proof of cost-share source** - a line item spreadsheet outlining planned in-kind and cash expenditures
- Management-prepared financial statements** - most recent (within 90 days) management-prepared financial statements (e.g., balance sheet, income statement)