



**Office of Northwestern District Attorney David E. Sullivan**  
***Forfeiture Fund Expenditure***  
**Community Application for Funding**

**APPLICANT INFORMATION**

Name of Organization:

Address:

City:

State:

Zip Code:

Phone: (       )

Fax: (       )

Is applicant a 501(c)(3) non-profit?                      Yes (     )                      No (     )

If no, do you have a fiscal sponsor?                      Yes (     )                      No (     )

Name of fiscal sponsor:

**CONTACT PERSON INFORMATION**

First Name:

Last Name:

Work Phone:

Cell Phone:

Email:

**FUNDING INFORMATION**

Amount of  
funding sought:

\$

Please select category for which funding is sought:

Drug Rehabilitation: ☐    Drug Education: ☐    Anti-Drug Program: ☐  
Neighborhood Crime Watch program ☐

Please review funding guidelines on reverse side. Attach a complete summary of the following:

- Organization's Annual Report (if available) which reflects assets, liabilities, expenditures and Board of Directors.
- Description of activity to be supported by the funding.
- How the requested funding furthers an appropriate law enforcement purpose.
- A detailed account of what the funds will be used for (itemize expenses where applicable).
- Number of individuals to be served.
- Duration of activity.

**For NWDA Administration Use Only**

Date application received:

Decision: Yes ☐ No ☐ Amount: \$ \_\_\_\_\_

Check #: \_\_\_\_\_ Dated: \_\_\_\_\_

Date of decision:

Notification Date:



## FUNDING GUIDELINES

1. Funding is limited and not guaranteed.
2. Only one approved request is allowed annually per organization.
3. Decisions will be made within 30-90 days upon receipt of funding application.
4. Non-profits must supply a copy of tax-exempt status letter.
5. The District Attorney may direct money toward drug rehabilitation, drug education, anti-drug programs or neighborhood crime watch programs.
  - A. Any program which seeks funding for this type of activity must submit an annual report (if available) to the District Attorney. This report shall include a listing of the assets and liabilities of the program, itemized expenditures of the program and a list of the Board of Directors of the program.
6. Requests for funding may be submitted in writing or via email and must include all requested information as stated in this application.
7. All requests will be reviewed and referred to the District Attorney for approval/non-approval.

**Please note** that funding is NOT applicable to any of the following: costs associated with a fundraising event; music or entertainment; event tickets.

**Send completed application and supporting documents to:**

Susan Snyder  
Office of the Northwestern District Attorney  
One Gleason Plaza, Northampton, MA 01060  
(413) 586-9225  
[Susan.m.snyder@state.ma.us](mailto:Susan.m.snyder@state.ma.us)

