



To: Applicants for Non-Profit Agency Funding

From: Andrew Harris, Finance Director, Town of Smithfield

**Re: FY 2026-27 Non-profit Funding Requests**

Below is a link to an application to request Non-Profit Agency funding from the Town of Smithfield for the fiscal year beginning July 1, 2026. Smithfield is currently preparing the budget and will consider funding for your organization at your request. In order for the Town Council to streamline this year's non-profit funding requests, please consider to the following:

- Agencies will complete a basic funding application and submit it to the Town for consideration. There is no need to assemble and submit supplementary information. If additional information is needed, the Town Council may request it. This is intended to save the agencies and the Town time and money in the process of making their requests.
- While the board will do its best to maintain the same level of funding for individual agencies that were funded last year, in the upcoming year it is possible there may be an across-the-board reduction of some percentage.

**\*\*Please submit the application and by the due date listed below. Funding requests will not be considered without the application.**

**DUE DATE FOR ALL APPLICATIONS IS: January 3, 2026**

**Town of Smithfield**  
**Non-Profit Agency Funding Application**  
**July 1, 2026 through June 30, 2027**

Agency Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Federal ID Number: \_\_\_\_\_

Executive Director: \_\_\_\_\_

Contact Person if other than Executive Director: \_\_\_\_\_

Phone Number: \_\_\_\_\_

\_\_\_\_\_  
Executive Director's Signature

\_\_\_\_\_  
Date

## **Agency Overview**

1. Brief summary of the agency's purpose:
2. Brief summary of how funding would be used:
3. How many Smithfield residents are served by the agency?

4. Have there been any material changes in operation and/or service over the past year? If so, please explain.

5. Does your agency have an annual audit conducted? If yes, did you receive an unqualified opinion? If you did not receive an unqualified opinion, please explain.

6. Brief summary of any other information that you feel would be pertinent to the funding request.

7. Funding received in FY 2025-2026 \$ \_\_\_\_\_

8. Funding amount request for FY 2026-2027 \$ \_\_\_\_\_

Please mail, email or deliver completed applications by January 3, 2026 to:

Attention: Elaine Andrews  
Town Clerk  
Town of Smithfield  
P O Box 761  
350 East Market Street  
Smithfield, NC 27757

Phone: 919-934-2116 Extension 1109  
Email: [elaine.andrews@smithfield-nc.com](mailto:elaine.andrews@smithfield-nc.com)