

Application for Outside Agency Funding

The Amherst County Outside Agency Funding Program is designed to assist outside agencies and charitable organizations with funding that will benefit the citizens of Amherst County. Priority will be given to agencies and organizations that best align with the mission, vision, and values of the Board of Supervisors.

To be considered for funding for the upcoming fiscal year beginning July 1st, requests must be submitted no later than January 5th, 2026 to be considered during the County's budget process.

Repeat requests will be considered but do not guarantee funding as budget criteria and emphasis may change from year to year.

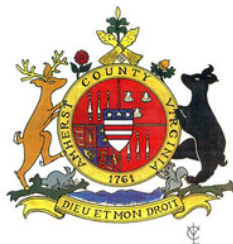
All applications and required documents must be submitted via email to lesprouse@countyofamherst.com or mailed to:

County of Amherst
Attn. Finance Department
P.O. Box 390
Amherst, VA 24521

Required Documentation

Agencies requesting funding from the Amherst County Outside Agency Funding Program must provide the following information as attachments to their application:

1. If funding was awarded in prior years, a Statement of Impact on agency letterhead stating how prior years funding was used by the organization to benefit the citizens of Amherst County.
2. Provide a Letter of Intent stating the amount of funding being requested and how the funding will be utilized to benefit the citizens of Amherst County.
3. If applicable, provide a Statement of Executives paid over \$100K.
4. If applicable, provide a copy of the most recent financial audit, Financial Statement, or QuickBooks balance sheet for prior Fiscal Year.
5. If applicable, a current IRA Exemption Determination Letter



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Post Application Process

Once all applications have been submitted, they will be reviewed by the County Administrator and Director of Finance. Applications meeting requirements and deadlines will then be considered for funding and brought before the Amherst County Board of Supervisors with the County Administrators recommendation of funding amounts.

Once recommendations have been approved, agencies and organizations will receive written communication via email notifying them of their award and when payment is to be expected.

Amherst County has transitioned to ACH payments to better provide timely and efficient payments to our vendors. Once an agency or organization is awarded funding, Amherst County will be requesting ACH information to process award payments. If your agency or organization is unable to provide ACH information, please reach out to the Amherst County Finance Department to make other arrangements.

Should your agency or organization need further assistance through the application or award process please reach out to one of the following individuals:

Grant Administrator

Phone: 434-946-9412

E-mail: lesprouse@countyofamherst.com

Director of Finance

Phone: 434-946-9370

E-mail: TBA

County Administrator

Phone: 434-946-9400

E-mail: jsbryant@countyofamherst.com



Application for Outside Agency Funding

Date of Request:

Agency/Organization Name:

Primary Contact at Agency/Organization:

Full Address:

Email Address:

Agency Description:

Identify the sources of funding for the agency/organization in the last fiscal year and the estimated financial support for funding effective July 1st :

Previous contributions received by County \$:

Last Fiscal Year funds received:

Amount of contribution or in-kind services requested:

Number of Amherst County community members serviced in the prior year:

Number of Amherst County community members anticipated in the funding year: