



CITY OF SARATOGA SPRINGS

City Council Meeting



October 24, 2019

Recreation Center - Council Meeting
Room
15 Vanderbilt Ave Saratoga Springs, NY
12866

 [Print](#)

1:00 PM

CALL TO ORDER

ROLL CALL

SALUTE TO FLAG

PUBLIC COMMENT PERIOD / 15 MINUTES

PRESENTATION(S):

EXECUTIVE SESSION:

CONSENT AGENDA

MAYOR'S DEPARTMENT

1. Discussion and Vote: Approve Application for Alfred Z. Solomon Charitable Trust 2019 Grant for the Saratoga Artscape Project

ACCOUNTS DEPARTMENT

FINANCE DEPARTMENT

1. Discussion: 2020 Budget

PUBLIC WORKS DEPARTMENT

PUBLIC SAFETY DEPARTMENT

SUPERVISORS

ADJOURN

Alfred Z. Solomon Charitable Trust

Established 2005

Post Office Box 108 Saratoga Springs, NY 12866

Harry D. Snyder, Esq. Co-Trustee

Victoria Garlanda Co-Trustee

LINPSEY

June 29, 2019

Thank you for your interest in applying for the 2019 Alfred Z. Solomon Charitable Trust grant.

Please find enclosed the 2019 grant application and guidelines.

The deadline for this year's submission is Friday, November 1, 2019. Two copies of your complete application packet must be in hand on November 1st by 5 p.m. There will be a representative of the Trust at the Saratoga Springs Post Office, located at 475 Broadway, from 4:45 to 5:00 p.m. on November 1, 2019. You can call to confirm.

Any application(s) received after that time will be refused.

Please note that Saratoga Springs has two Post Offices and mail going to the Broadway branch is generally a day or two delayed in delivery.

If you have specific questions regarding the application itself, please do not hesitate to call 518.290.0371 (Victoria's Google Voice #.)

We look forward to hearing from you.



Victoria

To maintain fairness and impartiality, the Trust
applicants, before or after proposal submission

JUST WANTED
YOU TO HAVE THE
COVER LETTER - HAS
ADDITIONAL INFO!

- D
SORRY I DON'T
HAVE YOUR
CURRENT
ADDRESS

GRANT APPLICATION POLICY & GUIDELINES

- Trust Founder
- Grant Policy
- Application Guidelines
- Application Attachments
- Application Submission

Trust Founder: The Alfred Z. Solomon Charitable Trust was established to benefit nonprofit scientific, medical, educational, cultural, religious, and charitable organizations by funding projects and programs in memory of the Trust's founder, Alfred Z. Solomon. Mr. Solomon, a leader in the fashion industry, a horse racing enthusiast, and a philanthropist in Gansevoort, NY, and New York City, died Sept. 4, 2004, at the age of 104, and founded this Trust in his Last Will and Testament.

Grant Policy: The Trust annually awards charitable grants only to organizations that are tax-exempt under Section 501(c) of the Internal Revenue Code and are proposing a specific project or program to honor the name and memory of Alfred Z. Solomon and his Trust. Generally, the Trust does not contribute to charitable fund-raising events, operating budgets, or projects that honor individuals other than Mr. Solomon.

Application Guidelines: A grant application on your organization's letterhead should not exceed three single spaced pages and should include the following:

- 1- Project Description - Include a description of the project.
- 2- Amount Requested - Specify the dollar amount requested with the stated provision that the grant will be used exclusively for the project as described.
- 3- Acknowledgement - Provide a brief description of how the grant's sponsor, Mr. Solomon or his Trust, will be permanently acknowledged in the proposed project or program.
- 4- Measurable Project Benefits - Prepare a statement identifying the anticipated benefits the project will bring to your constituency and to the community. Include specific dates on which the results will be evaluated.
- 5- Project Publicity - Describe your organization's plan for publicizing the grant and featuring the name of Mr. Solomon and/or his Charitable Trust in announcing the award.
- 6- Board Approval - Provide assurances that your Board of Directors, or other governing body, has approved the project, and that the grant funds will be used in accord with the terms of the application.
- 7- Progress Reports - State your plan for periodic reports to the Trust which documents the progress, upcoming schedule, and results of the project, including a *written* year-end summary and a line item accounting of the approved funding.
- 8- Restriction - Recognize and acknowledge that the Trust has the right to recover grant funds in the event such funds are, or appear to be, misused.
- 9- Responsibility - Confirm that the project or program for which assistance is sought will be administered by or under the supervision of the person signing this application.
- 10- Responsibility - Please advise as to whether you have applied to another entity for funding for the same, or a similar project, as the proposal being submitted to the Alfred Z. Solomon Charitable Trust.
- 11- 501 (c) 3 - If you are applying under or partnering with another organization's 501(c)(3) - that organization must also submit all information as stated above and below.
- 12- Funding - Please indicate if your project would accept partial funding from the Trust and state any possible difference in scope of project and recognition.

13- Ownership-If your organization does not own the property where the proposed project will be located, please provide a copy of your current lease agreement.

14-Prior Grants- If your organization has received a grant from us in the past, please advise us as to year, amount, and purpose.

15-Regulations – "If funding is requested for capital improvements, acknowledge that all zoning, historical, heritage, building department, etc., regulations have been approved.

The Grant Application cover letter should carry the original signature (in **blue** ink), printed name, contact salutation and title of the authorized representative. It also should provide both the organization's and representative's direct phone number(s), email(s), and mailing address(es).

Application Attachments: Please include attachments with the application as follows:

- 1- The proposed schedule showing the anticipated dates for announcing the project including dates for its implementation and completion.
- 2- A detailed line-item budget for the proposed project or program(s) showing all funding sources.
- 3- If applicable, identify your organization's plans and proposed future partnerships to assure the continuing sustainability of the project.
- 4- If applicable, include building plans, sections, details and elevation map(s), and site plan(s).
- 5- A copy of the submitting organization's most recent Section 501 (c) 3 IRS ruling.
- 6- A brief summary of the organization's mission, role, and history.
- 7- A List of the Board of Directors and officers.
- 8- A Copy of the organization's most recent certified financial statement.

Application Submission: Please mail **the signed original document and one additional copy of the application and all attachments** to the Alfred Z. Solomon Charitable Trust, P.O. Box 108, Saratoga Springs, NY 12866. To be considered for an award, grant applications must be received **in hand** on or before 5 p.m. November 1, 2019. A representative from the Trust will be at the Broadway branch of the Saratoga Springs Post Office from 4:45 to 5 p.m. on November 1st. The Trustees will meet *thereafter* to review grant applications. Applicants will be notified via US mail of the Trustees' decisions in mid- December 2019.

To maintain fairness and impartiality, the Trustees do not consult or meet with applicants before or after proposal submission regarding grant applications.

Co-Trustees: Harry D. Snyder, Esq. and Victoria Garlanda

Issued 3/15/ 2019 expires 11/1/2019