



Application for Donation for Organization/Agency

Please fill out the application entirely. Any incomplete applications, applications that are not in compliance with the guidelines and/or applications that are submitted without proper documentation listed in the guidelines will be denied.

1. Name of Organization/Agency: _____

2. Address: _____
City State Zip

Physical Address (if different): _____
City State Zip

3. Contact Person: _____
Name Title

4. Phone: _____ work _____ home _____ cell
(Where you can be reached at any time)

5. Purpose of Organization/Agency: _____

6. Number of individuals, families, or groups served in Kay, Osage, Noble, Grant and Garfield counties in the last year: _____

7. Does Organization/Agency serve outside Kay, Osage, Noble, Grant and Garfield counties?
_____ Yes _____ No

If yes, please provide information on number served and location.

8. Please attach a statement of the purpose for this request, an explanation of the source of your funding (county tax, etc.) and how it is being used. Also include **two competitive bids** for the items(s) to be purchased with these funds.

9. Amount requested: _____ What will these funds be used for? _____

10. Is organization/agency exempt from payment of income tax: ____ Yes ____ No.
If yes, a copy of the letter (**Form 501C3**) from the Internal Revenue service **must** be attached.

11. Have any funds been raised for this project? Are any matching funds available for this project? _____

12. How is this organization/agency program measured for effectiveness?

Please list three references familiar with your project.

_____ Name	_____ Phone
_____ Address	_____ City, State, Zip
_____ Name	_____ Phone
_____ Address	_____ City, State, Zip
_____ Name	_____ Phone
_____ Address	_____ City, State, Zip

The information contained in this statement is for the purpose of obtaining funding from the Kay Electric Community Foundation, on behalf of the undersigned. The undersigned understands that the information provided herein is used in deciding to donate funds, and the undersigned represents and warrants that the information provided is true and complete and that the Foundation, may consider this statement as continuing to be true and correct until a written notice of a change is provided. The Kay Electric Community Foundation is authorized to make all inquiries they deem necessary to verify the accuracy of the statements made herein.

Name of Organization/Agency

Signature of Representative

Date