



THE PIKES PEAK CLUB

2012 Assistance and Grant Proposal Form

Throughout the year the Pikes Peak Club (PPC) intends to distribute funds and/or provide volunteer services to approved nonprofit organizations that provide services to residents within the borders of El Paso and Teller Counties. PPC would prefer to work on a collaborative basis with selected Organizations providing a mix of “money and manpower”, but is willing to look at requests that require either.

Requirements:

1. Applications are available for completion and printing on our website:
ThePikesPeakClub.com
2. A committee of PPC members reviews all applications and makes recommendations to the Board of PPC.
3. **Application packages with missing information will not be considered.**
4. Scholarship and requests benefitting an individual will not be funded. Previously purchased items will not be funded. General operating expenses, capital expenditures and leased items will not be funded.
5. Nonprofit applicants must be able to prove current exempt status from Federal Income Tax under section 501C(3) of the IRS Tax Code. Tax exempt status will be verified during the application review.
6. All organizations receiving assistance are subject to on-site evaluation during the year following the award.



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REQUIREMENTS

Attachments

Summary of Applicant Organization (form included)

Board of Directors List

Proof of IRS federal tax-exempt status, dated within 5 years

Key staff

Annual report, if available

(optional) Most recent outside evaluation of Organization

Financial Attachments

Organization budget

Program budget, if applicable

Current year to date financial statement

Year-end financial statements, audit, and Sources of Income

Major Contributors

In-Kind Contributions

Explanation of items in Financial Attachments, if applicable

Narrative

Cover letter with a brief description of the organization, the purpose of the request and how the request fits the grantmaker's (PPC) mission and priorities. The narrative should include an evaluation of how this request will provide a collaboration and inclusiveness between our two organizations, time requirements for our volunteers (if any), and any ideas or requests for an ongoing relationship between the requesting organization and PPC.



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SUMMARY OF APPLICANT ORGANIZATION

Legal Name of Organization

Address

City

State

Zip

Executive Director /Chief Principal:

Contact Person / if different from above:

Title

Telephone

Fax

Email

Purpose of Application with brief description of request:

Mission Statement:

Organization's Current Budget \$ _____ for Fiscal Year _____

Income \$ _____ Expenses \$ _____

Program or Project budget \$ _____ Volunteer # / time requirement _____

Signature, Executive Director / President, Board of Directors / Other Date