



2024 CHARITABLE DONATION REQUEST FORM

Submissions accepted from March 11, 2024 – March 31, 2024

Applications must meet the following criteria:

- *An organization holding a current tax-exempt status under Section 501(c)(3) that serves the community of Garden Grove;*
 - *Special consideration will be granted to organizations registered within the city of Garden Grove;*
 - *A recognized government entity including law enforcement or fire departments that request funds exclusively for public purposes in Garden Grove may apply;*
 - *Groups without valid 501(c)(3) status may still be considered, if they meet all other criterion.*
- *Meets one of the Foundation's purposes:*
 - *Recreational or other community activity opportunities for youth;*
 - *Music and arts programs within the city;*
 - *Training programs, educational seminars, community outreach;*
 - *Neighborhood park revitalization;*
 - *Community-sponsored events encouraging interaction among ethnic groups; and*
- *Organization must demonstrate stability and consistency in attaining goals and fulfilling its purpose.*

Additional information applicable to all requests:

- *Donation requests are limited to a maximum of \$5,000;*
- *Organizations may only submit one request per fiscal year;*
- *Organizations must submit a copy of tax return from the year prior;*
- *Organizations must complete an online application to be considered for funding. No postal letters will be accepted;*
- *Donation requests will be accepted from March 11, 2024 to March 31, 2024. The Board's Donation Request Committee will review all applications that meet the minimum qualifications during the month of April- Recipients will be notified by May 6, 2024; and*
- *Organizations who are selected to receive funding will be required to submit a follow-up report no later than Friday, November 22, 2024.*

The following are not eligible for funding:

- *Individuals;*
- *Political organizations;*
- *Requests for funding toward overhead/administrative costs;*
- *Organizations which award charitable cash grants; and*
- *Organizations that restrict or deny services to anyone based on race, color, religion, sex, national origin, disability, or age.*

CHARITABLE DONATION REQUEST FORM p. 2

Organization Name: _____ Date Established: _____

Address: _____

Contact Name: _____ Title: _____

E-Mail: _____ Website: _____

Description of Organization: (Please be brief – one or two sentences):

Program/Project Name: _____

Purpose of Donation - 1) How will funds be used; 2) How will it serve specifically the Garden Grove community; 3) How will the Foundation be acknowledged - attach additional sheets if necessary):

Amount Requested: _____ (maximum \$5,000)

Is your organization based out of Garden Grove? Yes No

Is your organization registered as a 501(c)3 through the Attorney General's Registry of Charitable Trusts? Yes No

Do you plan to use GGCF as a pass-thru to obtain donations in lieu of 501(c)(3) status?

Yes No

Issue Area (check all that apply):

Please see the Foundation's mission and goals at www.ggcf.com and click the applicable box.

Quality of Life Youth Cultural/Arts/Music Public Art

Other: _____

Briefly describe how your mission aligns with the Foundation's mission:

REQUIRED ATTACHMENTS (Both):

IRS Tax Exemption Letter Last Year's Tax Return

Additionally, please attach any materials related to the organization and activity/event (flyer, brochure, website, etc.)

By signing this application you certify (1) the accuracy of the information provided on this form; (2) that you will use the grant for the stated purpose in this application; and (3) that you will submit a follow-up report of your event or activities.

This report can include information such as: who was served by your event/program, how many people were served, a summary of what the requested funds were used for, photographs from programming, and any other relevant information regarding the program. If the application includes a request for capital items or commodities, please provide a receipt or invoice of the items purchased.

Please be sure you've completed this entire form and attached the required documents.

Signature & Title

Date

Submit this form via email to – **foundations@garden-grove.org**
All submissions will be considered during the review period from April 1-30, 2024.

REQUESTS FOR ASSISTANCE TIMELINE

<i>Applications released</i>	<i>March 11, 2024</i>
<i>Applications due</i>	<i>March 31, 2024</i>
<i>Applications reviewed</i>	<i>April 1-30, 2024</i>
<i>Selections presented to the Board</i>	<i>May 2, 2024</i>
<i>Recipients notified</i>	<i>May 6, 2024</i>