

Pincher Creek Credit Union Community Support How to Apply for a Donation

In order to facilitate a request for a donation or program related investment, a detailed proposal with the following information is needed to determine whether Pincher Creek Credit Union's focus and funds available permit consideration of the request. The proposal should include a completed Community Support Application and the following information.

- A detailed description of the proposed work and how it will be conducted
- General Information including a brief history, purpose and achievements of the organization.
- A detailed budget and the amount of grant requested for the proposed program.
- Needs of the community being addressed by the proposed funding or project.
- Overall campaign amount target (including both public and private sector support).
- Time Frame of Project or Event Implementation.
- Charitable Registration number as assigned by Province of Alberta
- A list of Officers and Board of Directors of the Organization
- Present means of support and status of applications to other funding sources (i.e., donations from other donors, government grants, etc.).
- Financial reports of the organization **may** be requested by PCCU at the completion of the project or at the conclusion of the organization's year end. Prior year end financial statements may be required.

Funds for capital projects may be committed but not advanced until ground breaking takes place or confirmation is received that significant funds have been raised for capital acquisition.

As funds are limited in relation to the great number of worthwhile proposals received, Pincher Creek Credit Union Ltd. directs its community investment focus to activities within its current interests and that are likely to have a wide effect.

Completed proposals are to be forwarded to the attention of the General Manager of the Pincher Creek Credit Union. Given the large number of requests received throughout the year, only proposals that contain all the required material and supporting documents as listed above will be reviewed. Incomplete requests will be sent back to the organization for re-submission once all information and materials have been gathered.

Pincher Creek Credit Union reserves the right to deny for any reason, or no reason at all, any and all such requests by any and all parties of whether they meet these guidelines or not.



CREDIT UNION LIMITED

Getting there. Together.

Application for Community Support

Name of Organization: _____ Date of Application: _____

Address: _____ Town _____ Postal Code _____

Telephone Number : _____ Fax Number _____

Name of President/Chairperson: _____ Phone Number _____

Name of Person Completing Application _____ Phone Number _____

What amount are you requesting from Pincher Creek Credit Union: \$ _____

What is your total budget to fund this activity: \$ _____

Financial Statements May be Requested

- How long has your organization been in existence? _____
- Is your organization a registered non-profit organization ? Yes No
Non-Profit Registration Number _____
- Briefly outline the purpose of your organization. Identify the groups and areas you serve.

4. For what purpose will the donation be used? Why have you developed this project/activity and who do you wish to assist?

5. What is the estimated number of clients that will be serviced by this activity or project?

6. Are there other ways the Credit Union might help in lieu of or in addition to a cash donation?

7. Is your organization a member of the credit union? Yes No

8. Please add any other comments you would like to make for the benefit of the Community Support Committee.

9. If you receive a donation do you have the ability to receive matching funds from another source? Yes No

If yes, give a brief explanation.

Please complete and submit this application form, add any additional materials or information that would be helpful for our review of your request.

Signature of Authorized Director or Officer _____