



## The Thursday Club Foundation

### Applicant Type:

- Community
- Balboa Park

### Funding Level:

- TC Tier 1 Grant (\$500 to \$15,000)
- TC Tier 2 Grant (\$15,001 to \$50,000+)  
*(Funds are limited at the Tier 2 level.)*

## Benevolence Grant Application 2016-2017

The Thursday Club Foundation thanks you for your interest in our organization. We are pleased to present you with our **Benevolence Grant Application for 2016-2017**. To be considered for a grant, all candidates are required to read the enclosed guidelines and meet our criteria prior to submitting their application. The Thursday Club, The Thursday Club Juniors, and The Thursday Club Professionals Benevolence Committees will review the applications. If you have any questions or concerns, please contact The Thursday Club Benevolence Chair, Vicki Eddy, at 619-709-8839 or [eddyzoo@aol.com](mailto:eddyzoo@aol.com).

**Applications are due with a postmark no later than July 1, 2016, via both digital (email) and hard copy format via U.S. Postal Service.** Applications must be mailed to 1224 Santa Barbara Street, San Diego, CA 92107. Indicate **TC Tier Level 1** or **TC Tier Level 2** on the mailing label, please.

Digital applications in MS Word or Adobe PDF format must be emailed to the relevant tier level:

**[tier1grant@thethursdayclub.org](mailto:tier1grant@thethursdayclub.org) (for TC Tier 1 requests only)**

**[tier2grant@thethursdayclub.org](mailto:tier2grant@thethursdayclub.org) (for TC Tier 2 requests only)**

The Thursday Club Foundation holds no responsibility for mail delivery. If there is a concern for meeting the deadline, please send your application by certified mail to 1224 Santa Barbara Street, San Diego, CA 92107.

**If the grant is awarded to your organization, funds will be distributed in May 2017.**

### Guidelines:

1. The Thursday Club Foundation:
  - Does not fund individuals, salaries, warranties/service contracts, subscriptions, user licenses, bank/investment accounts, endowments, general/reserve funds, or operating expenses.
  - Does not make general grant contributions to building funds, nor does it fund the acquisition of real estate.
  - Does not fund existing obligations, deficits, debts, leases, or reimbursements.

2. Funded grants must be used in San Diego County to benefit the people of San Diego County.
3. All applicants approved for funding will be encouraged to volunteer with The Thursday Club and its entities by supporting its fundraising efforts.
4. All beneficiaries of The Thursday Club Foundation grant funding must provide a confirmation of spent funds within 120 days of receipt of funds.
5. Applicants who are funded in 2016 must wait **one** calendar year to reapply.
6. Applicants must have been based in San Diego County with a Federal 501(c)(3) status, and a State (23701D) tax identification charitable status, for a minimum of two years, prior to the date of application. Documentation is required to be submitted with this application.

## **Application**

**(Please use a separate piece of paper to complete the following.)**

1. Full legal name of organization:

Name of contact person responsible for this application:

Telephone number(s) (business/cell/other):

Email address:

Mailing address:

Location for site visit (*if different from mailing address*):

Number of years in operation:

Federal Tax ID Number:

Website address:

2. Please state the primary mission of your organization. Be concise, as we may use this information in The Thursday Club Foundation communications or press releases if your organization is approved for funding.
3. Who benefits most from the work your organization does within the community?
4. What are the current sources of funding for your organization?  
*Please include all grants, foundation gifts, benefits in the organization's honor, fundraising events, endowments, and other sources.*
5. Do you have a matching funds donor? If yes, please state the maximum amount. Will Thursday Club funding meet the criteria for your match?
6. What is the size of your organization's staff? Full-time: \_\_\_\_\_ Part-time: \_\_\_\_\_  
Volunteer: \_\_\_\_\_

*Note: The Thursday Club Foundation policy of grant giving prohibits funding of salaried positions.*

7. Is there a representative from your organization available to speak to our group if requested?

**Please answer the following question options based on the grant level(s) you are seeking for your organization.**

8. What specifically would the funds be used for, if you were to receive funding from The Thursday Club Foundation? Please select the level(s) of your request and provide a detailed cost breakdown (750 word limit).

**TC Tier 1 Funding: \$500 to \$15,000**

**TC Tier 2 Funding: \$15,001 to \$50,000+** (Please note that grants funded at this level are limited.)

We highly recommend attaching two professional bids where possible.

If your organization is not chosen to receive a grant from The Thursday Club Foundation, would you consider being the recipient of a Thursday Club service project? If yes, what items or services could our organization donate to the project (or fundraiser)?

9. How did you learn about The Thursday Club, The Thursday Club Professionals, and The Thursday Club Juniors?

10. Have you applied for a grant from The Thursday Club Foundation in the past? If so, when and under what name?

11. Have you been selected as a grant recipient by The Thursday Club Foundation in the past three years? If so, when and what were the amounts awarded?

12. Is there any additional information you would like to share?

### **Submitting the Application: Checklist**

Please note that any incomplete or late submittal applications will be disqualified.

- 1. The Thursday Club Foundation requires two copies (one emailed and one sent via U.S. Postal Service), which include your completed application and all supporting documentation. If missing the requested information, or the required two copies, the application will be disqualified.**
- 2. Please provide a copy of your Federal Tax Determination Letter – 501(c)(3). *\*Paper Application Only.***
- 3. Please provide a copy of your California Franchise Tax Board Tax Determination Letter – (23701d). *\*Paper Application Only.***
- 4. Please provide your most recent copy of Form 990. *\*Paper Application Only.***

**Application must be postmarked (emailed and sent via U.S. Postal Service) no later than **July 1, 2016.****

*The Thursday Club Foundation thanks you for all you do for the San Diego community!*