



## **Sponsorship Support – Request Letter Guidelines (2011)**

The Community Foundation of a Hazard and Perry County has the capacity to make funds available to nonprofit organizations, schools and coalitions of organizations and institutions to conduct conferences, summits or events that are aligned with its mission and focus areas. In 2011, each such sponsorship may not exceed \$500. These requests are considered throughout the year at each regular board meeting.

### Foundation Mission and Focus Areas

The mission of the Community Foundation is to support collaborative work in our community around a common vision that enhances the lives of all our citizens. The foundation advances its mission by –

- Providing a venue for people in Hazard and Perry County to organize around the common goal of creating a better community for our future;
- Working to change the perception of ourselves from a community of deficits and needs to one of assets and opportunities; and
- Pooling resources and working collaboratively to promote change.

Our current focus areas are:

- ***Education*** – preparing students to graduate from high school ready to succeed
- ***Housing and Family Assets*** – building strong families through home ownership and other asset building activities
- ***Culture, Arts & Recreation*** – offering a wide variety of options to explore our history and heritage and for children to experience the arts
- ***Environment*** – keeping our community clean and aesthetically pleasing
- ***Health & Well-Being*** – creating opportunities in the community for people to engage in healthy and active lifestyles

Funding consideration will be given to those proposals that support the Foundation's mission and address one or more of the Foundation's focus areas.

### Requesting Support

Funding is authorized in 2011 to sponsor a small number of events aligned with the mission of the Community Foundation. Decisions regarding this support will be made using the criteria listed below. Your proposal letter should answer each of these questions. In making an award, the Foundation will require the use of the Foundation's logo as a sponsor.

In order to be considered for sponsorship support, please send a cover letter on the letterhead of the applying organization summarizing the request for support that includes the following elements and attachments:

- ✓ Describe the organization and/or collaborators, providing sufficient information to determine that the event is nonpartisan in nature and the event coordinators experienced and credible.
- ✓ Describe the purpose and perceived need for the event for which sponsorship is sought.
- ✓ Describe the target audience and benefit to be derived by the community at large.
- ✓ Explain how the proposed activity/event is consistent with Community Foundation's mission and focus areas.
- ✓ Indicate what, if any, role is proposed or might be available for the Foundation staff and board in helping with the event beyond the requested financial support.
- ✓ Include a copy of your IRS 501(c) 3 determination letter.

Please email or mail your request to:

Gerry F. Roll, Executive Director  
Community Foundation of Hazard & Perry County  
5864 KY Highway 28  
P. O. Box 310  
Chavies, KY 41727  
[gerry@commfoundation.org](mailto:gerry@commfoundation.org)  
606-439-1357

Board Meeting Dates –

January 18, 2011  
February 15, 2011  
March 15, 2011  
May 17, 2011  
July 19, 2011  
September 20, 2011  
November 15, 2011