



DONATION REQUEST GUIDELINES

iQ for Kids is committed to improving children's lives. Funds must stay local, and as a foundation we look to support programs that accomplish our goal. It is our desire to give to organizations and programs that will have the widest impact. iQ for Kids cannot provide support for fundraising pledges to an individual, individual athletic teams or for an individual to attend conferences, tours, or trips.

Please send sponsorship and/or donation requests in writing, accompanied by a completed Donation Request Form, to Trista.Carbajal@iQcu.com. No requests will be considered without a completed Donation Request Form. Your request will then be reviewed by a committee to determine whether support will be available for your request. Our committee meets quarterly in February, May, August and November.

Because of our review schedule, we recommend that you submit requests as early as possible for consideration. Additionally, funds are not necessarily distributed equally throughout the year, so requests typically made toward the end of the calendar year should be sent as early in the year as possible.

Please feel free to attach additional information to your request including informational letters, sponsorship levels, expanded answers to the questions on the Donation Request Form or any other information you would like to include.

Return completed Donation Request Forms to Trista.Carbajal@iQcu.com.



DONATION REQUEST FORM

Date: _____

Contact Name: _____ Title: _____

Organization: _____ Email: _____

Mailing Address: _____

Purpose and/or mission statement of your organization: _____

Donation Requested: _____

How will donation be used? _____

Area/Community the organization/event will serve: _____

Estimated number of people the organization/event will serve: _____

What city/county will the funds requested be used? _____

Has your organization received support from us before? If yes, when? _____

How does your organization/event fit within iQ Credit Union's focus on youth and education in our area?

How did you hear about iQ for Kids?

What recognition, if any, would iQ receive for this donation?
