

# Submit Grant Request Form

## DONATION/GRANT REQUEST FORM

- The Sportsmen's Club of Fort Worth is a long-standing, all volunteer, tax-exempt 501(c)(3) organization that devotes its resources to outdoor and wildlife charitable and educational activities with an emphasis on serving area youth and youth organizations. The purpose of the Club is to (a) encourage conservation of wildlife and good sportsmanship and safety in hunting, fishing and related activities, and (b) encourage and develop in youth an appreciation and enjoyment of wildlife and the outdoors, including supporting youth involvement in hunting, fishing, wildlife conservation and related activities. Specifically, the Board of Directors strongly encourages that the youth that benefit from Sportsmen's Club of Fort Worth funding are local to the greater Fort Worth area. However, exceptions to this geographic concentration can be made based on certain criteria.
- Any and all requests for donations, grants, and gifts-in-kind distributed by The Sportsmen's Club of Fort Worth will not be considered for any organization or individual without the accompanying Donation/Grant Request Form completed by the requesting entity.
- The Club will generally only consider and approve grant or donation requests at three board meetings during the year – the April, June and September meetings. For a grant or donation request to be considered at one of these three meetings, the request must be submitted to the Club by the 15th day of the month preceding the month of the meeting at which the request is to be

considered. For example, if you want a donation request to be addressed at the Club's June board meeting, the request must be submitted to the Club by May 15th.

- If you wish to include a cover letter, please type it or paste it in the area below:

A cover letter detailing the impact of your charitable request is optional. Voting by the board will be conducted solely based on the information provided in the Donation/Grant Request Form below.

## Cover letter (optional)

## Donation/Grant Request Form

- \* Required Information
- 1. Brief description of your organization \*  
Please give a brief description of your organization as it relates to any of the following: encouraging conservation of wildlife, good sportsmanship, safety in hunting, fishing related activities, and encouraging and developing in youth an appreciation and enjoyment of wildlife and the outdoors:
- 2. What is the total amount of funds being requested? \*  
 Do not include any administrative or transportation costs.
- 3. If the grant being requested is for more than one item or service, please give specific detail where all applicable funds will be applied (i.e. number of fishing rods, fees per child, etc.): \*
- Upload a File  If your request covers multiple items, please upload a Word, Excel, pdf or jpeg file breaking down the cost per item.
- 4. How many kids will be involved in relation to this specific event or donation, and what will the total amount of funding per child be? What city or geographic

area will the kids be from? \*

- 5. How does this request relate specifically to the Sportsmen's Club's mission? \*

The Sportsmen's Club's mission is to: (a) encourage conservation of wildlife and good sportsmanship and safety in hunting, fishing and related activities, and (b) encourage and develop in youth an appreciation and enjoyment of wildlife and the outdoors, including supporting youth involvement in hunting, fishing, wildlife conservation and related activities?

- 6. Has your group or organization previously received donations from the Sportsmen's Club of Fort Worth? If so, what year(s) and what amounts were received? \*

- 7. Is this request related to a one-time event in this calendar year? Do you anticipate possibly needing further funding for this particular event within this calendar year, and if so, how much additional funding might be requested? \*

- 8. What percent (%) of the total cost for this specific request would the Sportsmen's Club be contributing? \*  Has your group or organization requested additional sources of funding from other charitable non-profits in regards to this specific event or request, and if so, how much?

- 9. Would your organization or group be willing to accept a partial donation? \*

Yes  No

- If yes, what amount (%) would you or your group allow for matching grants if 100% of this request can not be met by the Sportsmen's Club at this time?

- 10. Does your group or organization anticipate that this specific request will be an ongoing event? If so, on what basis (annual, bi-annual, etc.)? \*

- 11. How did you or your group/organization hear about

The Sportsmen's Club of Fort Worth? \*

- 12. The following questions are related to authorization:
  - If this specific grant/request were to be made available to your group or organization by the Sportsmen's Club of Fort Worth, would members of our Board be allowed to visit/participate in the event at no additional cost to your organization? \*  
Yes No
  - Would your organization allow photos to be taken at the event for use/publication by the Sportsmen's Club of Fort Worth? \*  
Yes No
  - Would your organization be willing and/or able to provide photos from this particular event to the Sportsmen's Club for publication at our annual banquet and website?  
Yes No
- 13. Would you or a representative from your organization be available to personally present this request at one of our designated monthly board meetings? \*  
Yes No
- 14. Please include any additional information that may help the Sportsmen's Club of Fort Worth review this donation request:

### **Information About Your Organization**

- Name of the Organization/Entity: \*
- This Form is Filled Out By: \*  Please type your first and last name
- Address of Your Organization: \*
- Phone: \*
- Email: \*
- Date: \*
- Sportsmen's Club of Fort Worth director associated with this request: \*

- By submitting this form you agree that the information you've provided is accurate and correct \*

I agree

- Instructions

▪ Email

▪ Email

## Verification

- Please enter any two digits \*  Example: 12

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