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## ARK ANTIQUES GRANT APPLICATION

We are pleased to be able to offer your organization a grant from Ark Antiques. To request funds, please complete this form and attach the necessary information. The Ark gives priority to applications to fund specific capital items; however, the Grants Committee will consider non-capital items on a case by case basis. We do not make general contributions to building funds and will not fund existing obligations, deficits or debts.

The applicant must have had Federal and State identification of charitable status for a minimum of two years.

The applicant should be aware that The Ark's Grants Committee may request a scheduled on-site visit of your facility.

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**NAME OF GROUP OR ORGANIZATION**

(Also list other names used by your organization)

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**MAILING ADDRESS**

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**SITE** (If different from mailing address)

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**PHONE**

**EMAIL**

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**CONTACT PERSON**

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**TITLE**

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**AMOUNT REQUESTED**

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**ITEM REQUESTED** (Please submit two bids for the requested item(s))



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## ADDITIONAL INFORMATION REQUIRED

- 1. Provide a brief DESCRIPTIVE SUMMARY OF YOUR ORGANIZATION** (100 words or less). Include what needs you fulfill in the community, how many animals or people you serve, and what areas will benefit from your organization.
- 2. Please state your mission, including *when* and *why* you were established.**
- 3. Regarding your specific request, please outline the specific use for the funds requested.** Why is the requested Grant a priority or an urgent need for your organization? What is the timing for your funding need? If applying for multiple items, please prioritize.
- 4. Give a brief description of the project that will benefit from these funds.**  
Please include: How many animals will be served directly or indirectly? What is the scope of community impact? Will these funds help aid in the growth or strength of your organization?
- 5. When you were you established by tax number?**  
Two-year minimum required. Tax determination letter as a 501(c)(3) required.
- 6. How did you hear about Ark Antiques?**
- 7. Other than Ark Antiques, how do you hope to finance your request?**
- 8. If funded by Ark Antiques, to whom should the check be made payable?**
- 9. After being funded by Ark Antiques, it is requested that your organization provide proof of purchase of the requested item within 90 days of your grant.** If this is not possible, please contact our committee.

### Send all of the following documents to the attention of:

Elizabeth Davidson, Grants Coordinator, Ark Antiques, 7620 Girard Avenue, La Jolla, CA 92037

- a) The application, including submission date;
- b) Two (2) bids (for requested items);
- c) Roster of your Board of Directors;
- d) A recent fiscal year end financial statement (balance sheet and income statement) and a projected budget for the request under consideration. Evidence of your charitable status is required by internal revenue code 501(c)(3).