



GRANT INFORMATION

2017

Venturi Brighter Day Employee Fund, Inc., is a non-profit corporation with the aim to provide services and financial support to local non-profit organizations designed to aid those in need. Venturi, Inc. employees through this corporation serve the community by sharing their time and resources to support the needs of the local area. Venturi Brighter Day Employee Fund is funded by employees of Venturi, Inc. and is administered by the employees through the Brighter Day Board of Directors.

Eligible non-profit organizations may apply for Venturi Brighter Day Employee Fund Grants by submitting an application based on the following information and instructions.

Eligibility

- Must be a non-profit organization recognized under section 501(c)(3) of the Internal Revenue Code and contributions shall be deductible by donors under section 170 of the Internal Revenue Code.
- Must be a community-based organization operating in the area of Venturi, Inc. Employee's Residence.
- Services rendered by agency must be open to all members of the community regardless of sex, race, religion, political affiliation, ability to pay or background.

Brighter Day does not fund:

- Athletic teams, booster clubs or support organizations
- Bequests, memorials
- Political and Charity Campaigns
- Religious or political organizations/institutions
- Alumni, fraternal, labor or social organizations
- Individuals
- Ministries, theological or bible schools
- Professional associations
- School choirs, bands or drill teams
- Tax supported institutions
- Public or private educational institutions
- Civic organizations or private foundations



Rules of Compliance for Organizations Receiving Venturi Brighter Day Employee Fund Grants

Venturi Brighter Day Employee Fund monies must be expended only for those purposes, and at only the location, stated by the Applying Organization in its Grant Application. No Venturi BDEF Grant Monies may be shared with or sent to an Organization's national headquarters or other branch offices without explicit, written approval of the Brighter Day Board of Directors. The Applying organization must agree to furnish audits and other financial information as outlined in the Application and/or as requested by Venturi BDEF. All financial information provided to Venturi BDEF will be held strictly confidential. No deviation to or modification of the rules of compliance stated herein is permitted without advance, written approval of the Brighter Day Board of Directors.

Application Instructions

Application for grants must be submitted on a Venturi Brighter Day Employee Fund Application form. The forms must be complete and signed by an authorized official as well as the Board President or Chairperson. Additional information (brochures, letters, etc.) about the organization may be attached to the application.

Application Process

- Grant applications must be completed, signed, and returned by email (brighterday@venturi-us.com), mail, or delivered in person to:

Venturi, Inc.
ATTN: Venturi Brighter Day Employee Fund
360D Quality Circle, Suite 400
Huntsville, AL 35806

- An electronic copy of this pdf application should be emailed to the above address to aid evaluation.
- Grant applications will be accepted 1 January – 31 August. Only one application per organization will be accepted. Applications will be kept and considered 1 January – 31 December.
- All applications are subject to an initial screening for eligibility and to ensure required information has been submitted.
- Venturi Brighter Day Employee Fund Representatives may visit your organization for the purpose of a "fact finding" interview.
- Each eligible organization may only receive one grant per calendar year.



2017 Grant Application

Applicant Information

Agency's Name: _____ Date: _____

Address: _____
Street Address

City State ZIP Code

Phone: () _____ E-mail Address: _____

Point of Contact: _____ Agency Website: _____ National Headquarter: _____

Referral (Venturi Employee's Name): _____

Information	Board President (Chairperson)	Executive Director
Name		
Address		
Telephone		

1. Does the organization have a current 501(c) (3) status; and are contributions deductible by donors under section 170 of the Internal Revenue Code:

(PLEASE ATTACH A PHOTOCOPY OF THE ORGANIZATION'S COMPLETE IRS DETERMINATION LETTER)

YES NO If No, please explain:

2. Is the organization a local affiliate of a national organization?

YES NO

3. Is the organization managed, operated, controlled, or affiliated with one of the following: (religious, civic, political, tax supported, labor, fraternal, or educational institution/organization?)

YES NO If Yes, please explain:

4. Are the services/benefits you provide in any way based upon a beneficiary's affiliation with any of the following: (religious, civic, political, tax supported, labor, fraternal, or educational institution/organization?)

YES NO If Yes, please explain



5. Please describe the purpose(s) and major program(s) of your organization in a 100-150 word write up. Please include, "Who we are, what we do, and what you intend to use the requested funds for." This write up will be used to evaluate your organization. *(You may attach literature, brochures along with description)*

6. Please provide a full description of your requested grant amount and a breakdown of use of funds and costs.



7. If your organization receives a Venturi Brighter Day Employee Fund Grant, what is the time frame or schedule to use the funds?

8. What region, location and/or client group will be served by the program(s) for which this Grant application is being submitted?

9. If issued a Venturi Brighter Day Employee Fund, the organization will be required to provide, within 60 days after utilizing Grant funds, a report describing the use of the funds, expenditure receipts, and any other information to illustrate funds usage. Photographs of utilization should be submitted. Submissions of such information implies permission for Venturi Brighter Day Employee Fund to use on website or other information sites. Is your organization willing to comply with the requirements?

Yes No

10. Please provide names, addresses and telephone numbers of three individuals outside your Organization who are knowledgeable of your program(s).

	Name	Address	Phone
1.			
2.			
3.			

11. Please provide data that depicts as percentages how much of your budget is spent on program activities, fundraising, and operational costs. If multiple programs, fundraising events, and types of operating costs exist then please breakout those respective costs.



12. Please attach the following information:

- A. Latest IRS Form 990 and Schedule A**
- B. Latest “Statement of Financial Position” or Balance Statement), listing all assets and liabilities.**
- C. Latest “Statement of Activities: or (Income Statement), listing all revenue types and sources, expenditure outlays, and year-end profit or loss.**
- D. Budget for Current Fiscal Year. Please identify any income sources that are not firm commitments.**

13. Optional: Please include or provide a link to a video/YouTube video if you'd like it to be considered with your application. This doesn't have to be a big time production, it can just be a simple cell phone video of a member of your group describing your mission statement and the impact of a Brighter Day Grant could make or even of your organization in action helping the community.

Disclaimer and Signature

All financial information will remain confidential within Brighter Day Committee

We certify that all information on this Application is true and accurate, and agree to comply with all requirements of this Application

Signature of Authorized Official

Date

Signature of Board President/Chairperson

Date