

Langley For Families – The Foundation of LFCU

P.O. Box 120128
Newport News, VA 23612



Donation & Sponsorship Request Form

(Form must be COMPLETE for consideration.)

ORGANIZATION DETAILS

Organization Name _____ Date _____

Contact Name _____ Position _____

Address _____

Phone _____ Email _____ Website _____

Federal EIN number _____

Is your organization exempt under Section 501(c) (3)? Yes No (Attach a copy of your IRS determination letter)

Have you received support from Langley For Families Foundation in the past? Yes No If yes, which year? _____

REQUEST DETAILS

(Use additional pages as needed to complete this information, as applicable.)

Langley For Families Foundation supports the following focus areas:

- Healthcare
- Housing and human services
- Safety and security
- Financial education

Please indicate your project/event's area of focus: _____

Support desired: General Grant Event Grant Name of project/event? _____

What is the amount of your request? _____

Please provide a brief description of your project/event.

Describe the project/event goals and objectives.

Please indicate your project/event date, duration and location.

What segment of the community will your project/event support?
(Geographic area, age group, etc.)

How many people will participate in the project/event?

How many are expected to attend?

Please provide a breakout of expenses detailing how the money will be used to support the project/event.

Please indicate how Langley For Families Foundation will be recognized for its support.
(Advertising, promotional opportunities, etc.)

How else will the project/event be promoted?

Please list any additional providers of donations or sponsorships for your project/event.

If your application is approved, please indicate to whom we make out the check and where to send it. (Same as listed above)

To submit:

Please email the below materials to Jen Geary, Foundation and Events Director at jgeary@langleyfcu.org.

- Completed application form
- 501 (c)(3) IRS determination letter
- Most Recent IRS Form 990
- Other supporting materials deemed necessary

To submit via mail, please send to:
Langley For Families – The Foundation of Langley Federal Credit Union
Attn: Jennifer Geary
P.O. Box 120128, Newport News, VA 23612

Langley For Families Foundation
Recommendation:

Initials:

Date:

Approved/Denied:

Date: