



DESIGN • PRINT • MAIL

FootPRINTFund

FOR NONPROFIT FRIENDS

2011 Fund Application

Making our mark
on the community



one step at a time.



Making our mark on the community

Purpose

The FootPRINT Fund awards print services, through Allegra of Battle Creek, to select nonprofit organizations to help enhance their image, expand their services and extend their printing budgets.

Application Guidelines

Who is Eligible?

The FootPRINT Fund is available to any nonprofit group, association or charitable organization in Calhoun County that meets the FootPRINT Fund selection criteria.

What is the Value of Services Awarded?

Services are awarded with a maximum value of \$1,000 per organization for the award year. Applicants may receive services in the value of the amount requested or in a lower or higher amount.

Services include graphic design, printing, copying and bindery. Applicants are encouraged to reapply in the following year.

All awarded print services must be used between January 1, 2011 and December 31, 2011. Awards may only be used for projects originating during these dates and not to offset any existing balances due to Allegra of Battle Creek.

How Do We Apply?

Use the FootPRINT Fund Application that is part of this brochure, or download a version from our website. Return the completed application to:



Allegra of Battle Creek
1514 W. Columbia Avenue
Battle Creek, MI 49015
(269) 968-2403
www.allegrabattlecreek.com



Cover letters are not required, but if more space is needed for descriptions, please attach an additional sheet. The application deadline is **12/3/10**. Applicants receiving an award will be notified by **1/7/11**.

What are the Selection Criteria?

Applications are reviewed by a panel of representatives from Allegra of Battle Creek along with members of the local community. The panel responds in writing to all applications that are submitted in accordance with the application deadline. Organizations should not assume an award has been given until such notification. Any eligible organization or association can apply and need not be a customer of Allegra of Battle Creek.

Award recipients are selected based upon how the print services will be used to further the organization's goals, including:

Service expansion – Use of print services to contribute to expanding an organization's awareness or existing service projects.

Program enhancements – Use of print services to promote new programs or projects.

Leveraged efforts – Use of print services to increase the impact of other existing resources.

Have Questions?

For more information, contact – Jeff McConville at (269) 968-2403 or jeff@allegrabattlecreek.com

Allegra of Battle Creek FootPRINT Fund Application

Organization _____

Address _____

City _____ County _____ State _____ Zip _____

Primary contact _____

Telephone _____ Fax _____ E-mail _____

Years organization has been in existence _____ 501C3 Yes No

Primary purpose of organization _____

Please attach a copy of your most recent brochure or other descriptive information, as well as documentation of nonprofit status.

Value of print services requested (\$1,000 maximum) _____

How would these printing services benefit your organization/association? Use additional sheet if needed.

_____ Create a new print communications piece. Briefly describe purpose. (i.e.; enhance image, describe particular program, etc.)

_____ Support existing, but underfunded project. Briefly describe. _____

How would this grant help you impact our community? _____

What amount of your annual budget is used for printing? \$ _____ and _____ %

What are your organization's major funding sources?

Source	%	Source	%
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Certification: I certify that the information contained in this application is true and correct to the best of my knowledge, and that I have the authority to request funds for the organization named above.

Name (please print) _____ Title/Position _____

Signature _____ Date _____

Return materials to: Allegra of Battle Creek, 1514 W. Columbia Avenue, Battle Creek, MI 49015





We're here to help you impact the lives of others.

Community support is a core value at Allegra of Battle Creek. The FootPRINT Fund is designed to aid nonprofit organizations in their quest to create lasting impressions.

We hope the FootPRINT Fund of \$20,000 we have established will help our local organizations and associations leave their "footprints" in our community through increased awareness and visibility. We challenge each of you to use these print services awards to build a better community, one step at a time.

2010 Printing Service Recipients

Access Vision

Albion Community foundation

Alano Club

Altrusa Day Nursery

Arc of Calhoun Co.

Arts & Industry Council

Athens Area Community foundation

B.C. Chapter American Assoc. Zookeepers

B.C. Youth Orchestra

Boy Scouts of S.W. Michigan council

Carson Scholars Fund Program

Calhoun Co. Office of the Sherriff



Charitable Union

Community Action Walk for warmth

Family Health Center of B.C.

Food Bank of South Central MI

Fountain Clinic

Generation E Institute

Goodwill Industries MI Heartland

Guardian Finance & Advocacy

Hands On

Haven of Rest Ministries

Heritage Battle Creek

Humane Society



Jonah

Kids n Stuff

Kingman Museum

Miller College

Neighborhoods Inc.

Oak Hill Cemetery

Project 20/20

Regional Health Alliance

Salvation Army

Safe Place

Substance Abuse Council

Urban League