

Sponsorship Proposal Application

Please complete the following proposal in full and attach any required documents. The proposal should be limited to a maximum of 2 pages in length excluding the required attachments.

Part I: Organization Information

Organization Name: _____

Street Address: _____

City: _____ State _____ Zip Code: _____

Mailing Address (if different): _____

City: _____ State _____ Zip Code: _____

Program Coordinator's Name & Title: _____

Phone Number _____

Email Address _____

Executive Director's Name: _____

Phone Number _____

Email Address: _____

Mission Statement

Part II: Program or Project Information

- What is the name of your organization's program/project?
- Please provide a description of this program/project.
- What is the total cost of this project/program?
- What is the amount of money your organization is requesting for this program/project?
- Will partial funding be accepted?
- What is the timeline for this program/project?

Part III: Financial Information

- What is your organization's operating budget for the current fiscal year?
- What percentage of this money is used for administrative costs?
- Do you have other sources of funding for this program/project?
- What percent of your funding is dependent on government grants and/or contracts?
- How will your organization sustain this program/project after this funding?
- If this proposal is not funded what will you do?

Part IV: General Questions

- What are the goals of this program/project and your methods of implementation?
- What is the community need that your program/project will address? Which counties will it serve? What are the demographics of the target population?
- Describe three measurable results that you hope this program/project will achieve.
- Do you expect to encounter any difficulties in implementing this program/project and how will you address these challenges?
- How will you evaluate the outcomes and impact of your this program/project?
- Are you in collaboration with other not-for-profit organizations in order to meet your goals?

Part V: Attachments

- Copy of ITS letter granting your organization tax-exempt status under Section 501(c)(3) of the Internal Revenue Code (with tax ID number on it)
- Most recent audited financial statements (if available) or Annual Report
- Most recent organization budget
- Detailed budget of the program/project for which funds are being sought

Submit Proposal to:

Bethpage Federal Credit Union Community Development
899 South Oyster Bay Road
Bethpage, NY 11714

Please Contact the Assistant Manager of Community Development with any further questions.

Thank You!