



OVER 30 YEARS OF SHOOTING SPORTS EXCELLENCE

GROWING THE SHOOTING SPORTS TOGETHER

Helping Hands Donation Policy

We are deeply honored to help our fellow community organizations the best we can through our "Helping Hands" committee. The sheer volume of daily request has encouraged us to set a procedure to handle it productively.

To assist in determining the organizations that will be considered for support, all requests for funds must be supported by a formal written request that includes a brief mission statement of the organization, its leadership, and the purpose of the funds requested.

Requests given preferential consideration meet the following criteria:

1. Are tax exempt, IRS section 501(c)(3)*
2. Creates a positive exposure for H & H Shooting Sports Complex
3. Promotes and/or Advances Shooting Sports
4. Ability to reach targeted audiences and build relationships
5. Potential for long-term, sustainable partnership or relationship
6. Opportunity to create long-term value

H&H will NOT provide funding for the following types of requests:

- Donations for the purpose of an individual without organizational group support
- Solicitations received that discriminate on the basis of age, race, gender, sexual orientation or national origin.
- Organizations that spend more than 25% of their budget on overhead and fundraising.

*Public educational institutions are not required to show proof of 501(c)(3) status

The committee meets the 1st Wednesday of each month. If your request is approved, it will generally takes up to two weeks to process. Since our annual budgeting occurs yearly, we may or may not have funding in our discretionary budget to assist you this year. We will notify you once the "Helping Hands" committee has made its decision.

Again, we are honored to be asked and thank you for working with us to help you and your organization through our "Helping Hands" committee.

Please complete a Sponsorship Form, attaching all supporting documents to:

Sponsorship Form

Name of organization requesting donation:

Organization Information

Contact Person

Phone number:

Name:

Phone number:

Email:

Mailing address:

Mailing address:

Date needed:

Special purpose and/or use of donation (if applicable):

Tax ID #:

Type of Non-Profit:

Mission statement or focus:

Description of donation requested:

How does your organization benefit the community and, if applicable, the shooting sports?

How many people will directly benefit from this contribution?

Have you received support from H & H in the past?

Will H & H receive anything intangible or tangible in exchange for the contribution?

Please explain in detail. (advertising, mention, acknowledgement, tickets, etc.)

Along with your formal request a complete W-9 form and documentation from internal Revenue Service stating your organizations is categorized as 501c3 under the IRS code (if applicable)

Thanks for taking the time to provide this information.

Please complete a Sponsorship Form, attaching all supporting documents to:

Attn: "Helping Hands" Committee

H&H Shooting Sports Complex

400 S Vermont Suite, 110

Fax: (405) 947-4117

HelpingHands@HHShootingSports.com