



Colorado Quilting Council Gift and Grant Application

Please fill out this form in its entirety. Failure to do so will result in this form being returned to you marked "Incomplete". If any question on this form, or section you are filling out, is not applicable to you, write N/A. If you have any questions about filling out this form, please contact the Gifts and Grants Chairperson listed in the current Colorado Quilting Council newsletter. Remember to include any requested price quotes, documentation or paperwork necessary to expedite our decision making process. Some information may seem redundant, but this will reduce the number of questions that may arise when the Board meets. In your cover letter explain how your need meets the criteria as set forth by CQC as listed in Sections 1-4.

Name _____ Amount requested \$ _____

Address _____

City _____ State _____ Zip _____

Day Phone (____) _____ Evening Phone (____) _____

Applicant (check one): Individual Organization Quilt Guild Other _____

Requesting on behalf of: Self Volunteers Guild/Organization Other _____

Name of guild or organization _____

Background (Information about you or your guild/organization you feel is relevant. Include date of group' inception, group size, how often it meets and if you collect dues or a membership fee. Attach extra pages as necessary.)

Have any fundraising activities been held, or are any being planned, to raise money for this request?
If so, please list them.

Have you previously received a gift or grant from the Colorado Quilting Council? If so, how much and when?

Would a partial grant be acceptable? Yes No

If yes, how much money is available at this time to supplement our partial grant? (Partial grant purchase must be made within 30 days of the check date or returned to CQC). \$ _____

Fill out Section 1, 2, 3, OR 4 on back

Section 1: Item

An "item" is any sort of "capital purchase". That being something you can touch, use inventory, etc. An "item" can be purchased in a store, from an individual or purchased in pieced or sections from various places.

Three price quotes must be included with this completed form to be considered by the CQC Board. Price quotes shall be on company letterhead, or on the back of a business card from the store in which the price was received. Please provide all information as we may have to verify or get additional information.

If a "capital purchase" is made, and the individual/organization/guild disbands, dissolves or no longer needs the capital item, it shall be turned over to CQC or the amount of money granted, be returned to CQC.

Explain how this will be beneficial to CQC and/or the quilting community in general.

A. Name of Store _____
Location _____ Phone _____
Salesperson _____ Price Quote \$ _____

B. Name of Store _____
Location _____ Phone _____
Salesperson _____ Price Quote \$ _____

C. Name of Store _____
Location _____ Phone _____
Salesperson _____ Price Quote \$ _____

Section 2: Education

"Education" is any kind of class, seminar, or workshop the applicant wants to attend. This must be quilting/textile arts related. If travel is necessary for participation, only the class fee shall be considered. It is the responsibility of the applicant to provide all necessary expenses other than the cost of the class.

Name of class/seminar/workshop _____
Cost \$ _____

Explain how this will be beneficial to CQC and/or the quilting community in general.

Section 3: Awards

An "award" is money granted to a group/guild or organization that will be given to a recipient who has entered a show, contest or exhibition. In exchange for cash donation, the Colorado Quilting Council will be recognized as the donor in show literature.

Name of show/contest/exhibition _____
Date _____ Amount \$ _____
Type of award (1st, 2nd, 3rd, Best of Show, etc.) _____

Explain how this will be beneficial to CQC and/or the quilting community in general.

Section 4: Other

This category is for any other request that does not fit the description of the first three categories. Attach additional pages.

Explain how this will be beneficial to CQC and/or the quilting community in general.

Colorado Quilting Council

**GIFTS AND GRANTS APPLICATION BUDGET
SUMMARY**

Requesting Organization: _____

Project Title: _____

Brief Description: _____

Project Revenue Summary

TOTAL

Funds on Hand _____

Corporate Donations _____

Sales and Fund Raising _____

Grants _____

In-Kind volunteering _____

Coupons and Vouchers _____

Other (describe) _____

TOTAL PROJECT INCOME _____

PROJECT EXPENSE SUMMARY

TOTAL

Materials (sewing/quilting supplies) _____

Food _____

Publicity _____

PROJECT EXPENSE SUMMARY (continued)

TOTAL

Entrance Fees _____

Travel Related expense _____

Contracted Services _____

Clerical (postage, copying) _____

Volunteer recognition _____

Physical Space Rental: _____

Safety _____

Other (describe) _____

GRAND TOTAL _____

Additional Comments Applicant feels relevant to present your project most positively. (ie: Historical outcome and success of previous projects)

PROJECT EXPENSE SUMMARY

Total

TOTAL Materials (sewing/quilting supplies) _____

Food _____

Publicity describe: _____

Entrance Fees: explain _____

Travel Related expenses _____

Contracted Services describe in detail: _____

Clerical (postage, copying) _____

Volunteer recognition: describe: _____

Physical Space Rental: _____

Safety _____

Other information: _____

GRAND TOTAL _____

Additional Comments Applicant feels relevant to present your project positively. (ie: Historical outcome and success of previous projects, photographs and news articles)