

# HOMOSASSA CIVIC CLUB

## CHARITABLE DONATIONS POLICY

Homosassa Civic Club is committed to supporting causes that improve the quality of life for the residents of Homosassa. The Civic Club regularly makes donations of cash, goods, or services to local schools, 501c(3) organizations, community groups and events within the Homosassa Community.

All parties requesting financial support from the Homosassa Civic Club must complete a Charitable Donations Request form. The completed form should fully explain the nature of the contribution being sought and include all requested documentation. The Charitable Donations Request form is available at the Civic Club Office and on the Club's website; all required documentation should be submitted to the Civic Club following the directions provided below.

### CONTRIBUTIONS POLICY

- The organization submitting the application must be a 501c(3) or non-profit, local school, or community group.
- Requests should be submitted at least 30 days prior to the event to give proper time to evaluate the request.
- Complete proposals include a description of the organization, its mission and major accomplishments.
- Nonprofit organizations should submit their Federal Employer Identification Number (FEI/EIN) with their contribution request.
- Incomplete proposals or those with deadlines within the 30 days of submission may not be considered.

### PREFERENTIAL CONSIDERATION is generally given to requests where the following apply:

- The recipient is a local community organization within the Homosassa area.
- Money donated will be spent within the Homosassa area.
- Money donated will directly benefit the residents and citizens of Homosassa.
- Money donated will benefit a significant amount of people (as opposed to a single person).

The Homosassa Civic Club does not, as a rule, make charitable donations to for-profit organizations. For-profit organizations seeking sponsorship may submit requests which will be evaluated by the Homosassa Civic Club Donations Committee for individual consideration.

**Completed Charitable Donation Requests applications and supporting documentation may be submitted by mail, email or hand delivered to Homosassa Civic Club Office:**

Homosassa Civic Club  
Attention Charitable Donations Committee  
P.O. BOX 493  
Homosassa, FL 34487  
Email - [Homosassacivicclub@gmail.com](mailto:Homosassacivicclub@gmail.com)

Homosassa  
Civic  
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*Building Community*