



April 2, 2018

Dear Valued Community Partner,

Cox Communications, in partnership with its fiscal partner Nevada Community Foundation, is pleased to invite your nonprofit organization to apply for grants through **Cox Charities**. This is a special opportunity to receive funding for programs that support one or more of Cox Charities' four philanthropic focus areas: Children and Families, Education (with an emphasis on STEAM), Diversity, and Environment/Sustainability. Programs and services should address one or more of the following:

- Overcoming Disabilities
- Arts and Culture
- Safe and healthy lifestyles
- Other areas benefiting youth
- Leadership Development
- Literacy
- Environmental Issues and/or Sustainability
- Mentoring
- Social skills development
- Science, Technology, Engineering, Arts & Mathematics

Individual grants typically range from \$1,000 to \$5,000. Cox Charities will fund only program-related expenses, including activities, materials and supplies that are directly related to the provision of services, etc., restricted to local needs in Southern Nevada. *Funding will NOT be given for general operations or staff salaries/wages.*

Please review the Cox Charities grant application (attached) carefully, and complete all sections. Submissions are due no later than **May 4th, 2018** at 4 PM Pacific Time. Please submit online to jane.ramos@nevadacf.org. Organizations will be notified of funding decision by **July 15, 2018**.

Thank you for the contributions you and your organization make toward improving the Southern Nevada community! Good luck, and we look forward to working with you.

Respectfully,

A handwritten signature in blue ink, appearing to read "Tamar Hoapili", is written over a light gray rectangular background.

Tamar Hoapili
Community Relations Manager
Cox Communications, Las Vegas



COX CHARITIES 2018 GRANT GUIDELINES

Cox Communications, in partnership with its fiscal agent Nevada Community Foundation, is pleased to invite your nonprofit organization to apply for grants through **Cox Charities**, a philanthropic giving program funded and led primarily by Cox employees.

Funding Focus Areas

The Fund seeks to support programs that specifically focus on the following areas:

- 1) Children and Families
- 2) Education (STEAM – Science, Technology, Engineering, Arts & Mathematics)
- 3) Diversity
- 4) Environment/Sustainability

Grant Amount

The Fund provides grants to 501(c)(3) organizations, governmental agencies, and equivalent only. Multiple grants may be awarded, typically ***ranging from \$1,000 to \$5,000.***

Cox Charities will fund **ONLY** program-related expenses including activities and supplies that are directly related to the provision of services which support local Southern Nevada needs. Funding will NOT be given for general operations or staff salaries/wages.

Eligibility Criteria

Cox Charities will consider applications from organizations which:

- Qualify as a not for profit charity under Section 501(c)(3) of the Internal Revenue Code
- Operate within the Cox Communications Las Vegas service territory
- Demonstrate diversity through nondiscriminatory service and volunteer opportunities, i.e. without regard to race, ethnicity, gender, religion, sexual orientation, disability, or identity
- Provide opportunities for Cox Communications Las Vegas employees to engage as volunteers and/or to serve on the organization's Board of Directors
- Will acknowledge Cox Charities' support publicly

Cox Charities is particularly interested in organizations which:

- Illustrate strong civic leadership
- Practice and demonstrate sound administrative and fiscal management
- Work with other agencies and/or leverage other funding in the public and private sectors to achieve the mission
- Measure and continuously evaluate the effectiveness of its program(s)
- Fill a recognized need in the community without duplication of efforts

Incomplete applications will not be acknowledged or reviewed.

Exclusionary Criteria

Cox Charities will **NOT** consider applications from organizations which:



- Discriminate in their employment practices, volunteer opportunities, or delivery of programs and services on the basis of race, ethnicity, gender, religion, sexual orientation, disability, or identity, and any other characteristics considered as a protected class under current United States law.

If you have any questions regarding the grant application process, please contact Nevada Community Foundation at (702) 892-2326 or jane.ramos@nevadacf.org.

COX CHARITIES 2017 GRANT GUIDELINES (CONT.)

CHECKLIST – your application should consist of all the materials listed below:

The Application Form

- A typed, completed application form with the first three sections completed, attached.
- If needed, additional materials per Section IV.

Required Attachments

- Copy of most recent IRS 501(c)(3) determination letter
- List of board members, including business or professional affiliation
- Most recent financial statement approved by the board of directors, such as a balance sheet
- Line item budget for the specific program being considered for funding
- Complete list of corporations, foundations, and significant private funders which supported the organization in the last year, and the amount each has given

PLEASE SUBMIT ALL GRANT APPLICATIONS BY 4 PM PACIFIC TIME, FRIDAY, MAY 4, 2018
ONLINE AT jane.ramos@nevadacf.org.



**COX CHARITIES
GRANT APPLICATION**

Section I: General Information

Please type the information directly into this form.

Organization Name (as appears on the IRS 501(c)(3) letter):

DBA (if different from above):

IRS Tax ID:

Year Established in Southern Nevada:

Mailing Address:

City, State, Zip:

Physical Address (if different from above):

Phone Number:

Contact Person:

Title:

Address (if different from above):

Phone Number:

Email:

Board Chair/President:

Professional Affiliation:

Executive Director:

Executive Director Phone Number:

Executive Director Email:



Section II: Organizational Description

Please type the information directly into this form. Two pages or less.

A. What is your organization's Mission Statement?

B. Describe the focus of your organization (i.e., goals and objectives, community needs, etc.)

C. Identify which segment(s) of the community your organization serves, including specific geographic areas, minority populations, and total number of people served last year.

D. How does your organization involve the community in its efforts? For example, public or private partners, volunteers, other nonprofit organizations, etc.

E. Number of full-time staff:

F. Number of part-time staff:

G. Number of long-term (more than 1 year) volunteers:



Section III: Description of Program

Please type the information directly into this form. Two pages or less.

A. Name of specific program or project to be funded:

B. Amount of grant request: \$

C. List the year in which this funding will be used:

D. Describe the program:

E. What needs are fulfilled via the program? Is the work being done by another organization or program in the community?

F. List any public and private partners in this program and describe the nature of the partnership:



G. List the dates and amounts of funding previously received from Cox Communications and/or Cox Charities for this or other programs within your organization, and include specific results achieved.

<u>Date(s)</u>	<u>Amounts Received</u>	<u>Program or Sponsorship Funded</u>
	\$	
	\$	

Results achieved:

H. Identify how success will be measured. Please include numbers (e.g. how many individuals are expected to be helped), and any past success stories if applicable.

I. Could this program operate with partial funding of your request, and if so, how would the program be impacted?

J. Is the operation or existence of this program contingent upon Cox Charities' funding: YES NO

K. How will your organization acknowledge/publicize a grant provided by Cox Charities? List ideas and details below:

L. Please list any Cox Communications employees involved with your organization (volunteers, board, etc.), if applicable:



Section IV (OPTIONAL)

This section is not required. It should not exceed three pages, at most.

If there are additional materials, photos, information, etc., which can help “tell your story,” please include the information in the packet and list the items here: