



ANIMAL FUND

Helping Humane Heroes
Save Lives
One Paw At A Time

Request for Funding

Please fill out the entire form and provide requested documentation.

Your group must be a certified non-profit as the IRS regulations for the Hugs & Kisses Animal Fund stipulate that we can only grant funds to certified non-profit groups, not individuals.

Please allow up to 60 days for response.
If the need is urgent, please state reason and time frame for response.

Hugs & Kisses Animal Fund
851 E Howards Rd
Camp Verde , AZ 86322

Tel (800) 430-HUGS
Fax (844) 553-3344

www.HugsAndKissesAnimalFund.org

We only accept groups with no paid administrative costs/salaries, and a 5-year track record from the date of the IRS determination letter.

Organization Details			
Name of person making application:			
Name of Rescue Group affiliation (if applicable) :			
Address:	City:	State:	Zip:
Telephone:	E-mail:		
What is the best way to reach you?	<input type="checkbox"/> e-mail	<input type="checkbox"/> phone	
Is this your first application for a grant from Hugs & Kisses?		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Grant Overview
Please describe the nature of the grant (food, litter, training, prosthetics / aides, veterinary care, spay/neuter event, etc.). Include animal name and circumstances of rescue if for a specific animal. If for multiple animals provide information as to specific need(s). If we can provide an "in kind" or "sponsored" donation let us know as well.

Financial / funding information		
How much are you requesting? Current grant limitation is up to \$1000	\$	
Is your rescue group a certified non-profit? (See proof of certification below)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Publicity		
It is a condition of Hugs & Kisses Animal Fund that it may publicize grants that are made via our website, newsletters, etc. Please confirm that this is acceptable to you.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
We encourage grant recipients to spread the word about our organization by linking websites to our site and including our information at benefits and in newsletters etc.		

Required Documents - email to: denise@hugsandkissesanimalfund.org

Copy of IRS determination letter indicating 501 (c) 3 tax exempt status for 5 yrs.	<input type="checkbox"/> Yes
List of Board of Directors including affiliations, tenure, and terms.	<input type="checkbox"/> Yes
What percentage of the Board of Directors financially supports the organization?	<input type="checkbox"/> Yes
Annual Report	<input type="checkbox"/> Yes
Organization Financial Statements - past two fiscal years (audited if possible)	<input type="checkbox"/> Yes
Current operating budget for the organization (expenses and income)	<input type="checkbox"/> Yes
Statement of how organization currently solicits and receives funds	<input type="checkbox"/> Yes

Declaration to be completed by all applicants

- I declare that the information given on this form is true and that any funds received would be solely for use as detailed above.
- I understand that Hugs & Kisses Animal Fund has the right to deny my fund application for any reason.
- I have fully completed this application form, and enclosed cost estimates.
- I understand that any enclosure will not be returned.
- I agree to make invoices/receipts available on request.
- I agree to abide by any conditions set out by Hugs & Kisses Animal Fund in making the grant.

Print name:

Date:

Signature:

Additional Supporting Details

Please photocopy this application for your personal record.

For official use only

Application accepted: _____
(Signed by Director)

Application denied: _____
(Signed by Director)

Comments: _____
-

Check made out to:

-

Check Number: _____ Date: _____

Credit Card Payment to: