

**PASADENA LIONS CLUB
MEMORIAL TRUST
APPLICATION FOR FUNDS**

Web: www.pasadenahostlions.org

Please complete all pages.

A. General Information

Legal name of organization		Date of IRS Exemption	
Address		City	State Zip
Telephone #	Fax #	Website	
Name of chief executive	Title	E-mail	

Name and title of person submitting request

IRS Classification: 501(c)(3): YES _____ NO _____ Other (specify) _____

B. Application Summary:

Total budget for this Project: \$

Amount requested from Pasadena Lions Club Memorial Trust: \$

Timing of Project: _____

Location of Project: _____

C. Organization's mission statement & current services: (limited space).

C. Brief description of the proposed project and use of the funds from the Pasadena Lions Club Memorial Trust: (limited space).

D. Who is served by the proposed project? (Limited space).

E. Describe the need and impact of the proposed project: (limited space).

F. Resolution from the organization:

The following RESOLUTION MUST be adopted by the applicant's organization and MUST be signed by the CHIEF EXECUTIVE OFFICER, which will indicate that the Resolution has been adopted.

I certify that that the above information is correct and if awarded a grant, the funds will be used solely for the purposes stated above. Receipts for expenditures and a written utilization report will be submitted to Pasadena Lions Memorial Trust within one-year from date of grant funding, and any funds over \$20.00 not expended will be returned to the Pasadena Lions Club Memorial Trust.

This application must be signed by the chief executive officer to whom future questions and correspondence may be addressed. **Submission of an application indicates your organization's permission for Pasadena Lions Memorial Trust to make an independent inquiry about your organization, board, staff and others with whom you are affiliated.** Signatory attests to the accuracy of the information.

Signature _____ Date: _____

Type name:
Title of Executive Officer:

PASADENA LIONS MEMORIAL TRUST GRANT APPLICATION INSTRUCTIONS

1. **APPLICATION DEADLINE:** Grant applications are accepted year-round and reviewed by the Pasadena Lions Memorial Trust.
2. Read the Pasadena Lions Club Memorial Trust mission statement carefully. **Answer all questions on the application form (2 pages).** Please be brief and specific in response to requested information. Do not include a cover letter.
3. Download (save) this Application Form on your computer. Print the Application Form and fill it in.
4. **Mail the completed application along with a One Page** detailed income and expense budget for the project to:

**Pasadena Host Lions Memorial Trust Fund
P.O. Box 364
Pasadena, California 91102-0364**

For further information, please call Lion Teddy Bedjakian, Chairman, (626) 255-1212 2 or Lion John Cullen, Treasurer 909 255-1212.

Donation Request Criteria

Purpose:

The trust is created and devoted exclusively for charitable purposes or for the betterment and welfare of children or the welfare of handicapped persons, particularly handicapped in sight or hearing, either directly or by contributions to organizations duly authorized to carry on such activities and which have established their tax-exempt status under the provisions of Section 501 (c) (3) and Section 501 (c) (4) of the Internal Revenue Code. Trust assets shall only be used within the United State and not elsewhere

Requests:

Should be presented in writing on personal or organization letterhead and signed by the recipient, sponsor or chairperson.

Requests should demonstrate specific need and utilization purpose and should meet the purpose criteria stated above.

Evaluation:

Each request will be evaluated on its ability to meet trust purpose and or demonstrate benefit to the Pasadena community and or surrounding areas served.

If an organization, please provide evidence of your tax status qualification.

Please address your request to Board Chairperson utilizing the Lions Memorial Trust grant request form found on our webpage.