



Guidelines – Requests for Charitable Grants 2018

The Naval Officers' Spouses' Club of San Diego (NOSC) is a private, 501(C)(3) non-profit organization devoted to the support of military service personnel and their family members throughout San Diego County. Last year, NOSC was able to donate over \$25,000 to charities benefiting the San Diego military community. We are now accepting written requests from nonprofit organizations for charitable donations for 2018.

Eligibility guidelines are as follows:

1. Organization must be a 501(C)(3) in good standing, listed on IRS website.
2. Organization must directly benefit military members and/or their families and/or assist service members and/or their families in the Greater San Diego region.
3. Requests must detail your organizational mission and describe specific programs/items to be funded by the grant and organizational impact on the military community.
4. Organization must specify how it provides for military families in the Greater San Diego Region, the dollar amount requested, and an explanation of what the funds would be used for and how these funds will remain in the Greater San Diego Region.
5. Requests must be submitted (via U.S. mail or email) and postmarked by **March 15th, 2018**.

When considering your application for funds, please be aware in order to fulfill our obligations as an IRS 501(c)(3) non-profit entity, we must be assured that funds donated to your organization will be expended by January 31, 2019. These funds must be spent on programs or materials that support the general mission of NOSC in service to the military community.

If selected as a charity grant recipient we require a written acknowledgment of receipt of funds within 30 days of award distribution event. Applicants agree to the release of the name of their organization and purpose of donation. Recipient must give an accounting of expenditures of funds by January 15, 2019. If applying for 2019 grant and have not followed the above requirement, your 2019 application will be ineligible. Organizations whose charitable donation requests are accepted will receive written notification in early May 2018 and a charity presentation will be held May 2018.

There is not a formal application for submission; however, we do request that grant requests be submitted on your organizations letterhead with the coversheet and are submitted via the NOSC Charities email or address listed below.

For more information regarding eligibility, application procedure and selection process, please contact us at Charity@noscsandiego.com

Please submit written requests to:
NOSC Charities Chair
941 Orange Ave. Box 233
Coronado, CA 92118



Naval Officers' Spouses' Club
San Diego, CA



Cover Sheet: Please attach to your grant request letter.

Date _____

Name of requesting organization _____

EIN # _____ (provide copy of eligibility letter)

Name of person submitting application _____

Title of submitter _____ Direct phone # _____

Email _____

Address _____

Mission Statement: _____

Requested grant amount _____

Reason for grant request _____
