



3riversfcu.org | 800.825.3641

3RIVERS FEDERAL CREDIT UNION Community Sponsorship Application

3Rivers believes in the credit union philosophy of people helping people and is dedicated to supporting its communities and the organizations serving them. 3Rivers will make contributions, donate funds, or sponsor events and activities to benefit the community and represent the values of 3Rivers and its membership.

Questions about 3Rivers community involvement or this funding application should be directed to: community@trfcu.org

GUIDELINES

1. Funding focus must be consistent with the interests of 3Rivers
2. Recipients of 3Rivers community funds must be located within the counties served by 3Rivers
3. 3Rivers does not fund:
 - Endowment campaigns
 - Individuals or individual projects
 - Religious or fraternal organizations
 - Political causes or candidates
4. Applications are reviewed monthly by the 3Rivers Community Engagement Team
5. Meeting these criteria does not guarantee 3Rivers participation
6. Consideration for funding will be based on available funds

REQUESTING COMMUNITY FUNDING

1. All requests must be submitted **a minimum of 60 days prior to the event or sponsorship deadline**, whichever comes first.
2. If you are requesting for more than one event within a 12-month period, please compile them into a single application.

APPLICATION INSTRUCTIONS

1. Review the full application guidelines listed on our [website](#).
2. Complete the preliminary questionnaire below to determine eligibility.
3. If eligible, the funding application must be completed in its entirety.
Note: partial applications are not saved.
4. All requests must be submitted using the [online form](#).

ORGANIZATION INFORMATION

1. Organization/Organization Name
 - Search to see if your organization is already in our database. If it is, the Organization Name field will auto-fill on the next page. Click Continue to verify that the information we have on file is correct and up to date.
 - If your organization is not in our database under the Organization field, navigate to the Organization Name field to provide the requesting Organization Name.
 - NOTE: If your organization has a D/B/A or goes by multiple names, please ensure you search for all possible names. This will ensure our records for your organization remain accurate. If you would like to update your Organization Name, please email community@trfcu.org after submission.

2. Organization County

Please select the primary county(ies) that are served by your organization.

- Adams County
- Allen County
- Auglaize County
- DeKalb County
- Noble County
- Steuben County
- Union County
- Wayne County
- Wells County
- Whitley County

Is the organization's physical address different from the mailing address?

- Yes
- No

3. If awarded what will the requested funds support?

- Single-event sponsorship
- Multi-event sponsorship
- Other sponsorship

ORGANIZATION INFORMATION

4. Tax ID/EIN

5. Organization Type

- Animal Welfare
- Arts & Culture
- Basic Needs
- Children/Youth Support Services
- Civic & Community Focus
- Disability/Mental Health
- Emergency Personnel
- Environment
- Financial Literacy
- Homelessness/Food Support
- Medical/Health
- Seniors
- Social Services
- Sports & Recreation
- Tribal
- Veterans/Military
- Workforce Development
- Youth & Education

6. Web Address

7. Phone

8. Does the organization bank with us?

- Yes
- No
- Unknown

9. Physical Address, City, State, Zip
10. Mailing Address, City, State, Zip
11. Mission Statement
12. Attachments
 - Required Upload: Form W-9
13. Organization Contact
 - Name
 - Email
 - Job Title
 - Phone
 - Primary Contact
 - Yes
 - No

REQUEST INFORMATION

14. Donation Request Title
15. Amount
 - For any requests over \$10,000, please email community@trfcu.org for more information
16. Date Needed By
 - All requests must be submitted a minimum of 60 days prior to the event or sponsorship deadline, whichever comes first.
17. Description
 - Please outline your sponsorship request in detail, including the event/activity location
18. Event Start Date/Time
19. Event End Date/Time
20. Donation Beneficiaries
 - Please describe the impact 3Rivers' dollars would have on the people your organization serves
21. Attachments
 - Requested Upload: Sponsorship packet or donation letter
22. Donation Acknowledgments
 - Advertisement
 - Banner
 - Booth at Event
 - Event Tickets
 - Logo on Event Materials
 - Logo on Organization/Event Website
 - Logo on T-Shirt
 - Media Mentions
 - Naming Opportunity
 - Opportunity to Speak/Present
 - Run/Walk Entries
 - Social Media Mentions
 - Table Sponsorship/Dinner Attendee
 - TV Interview

23. Advertising Deadline

- If an advertisement or graphic is requested, please provide the due date.

24. Advertising Instructions

- If an advertisement or graphic is requested, please provide the following information:
 - Placement (print and/or online)
 - Size/dimension (w" x h")
 - Color type (full color or black and white)
 - Preferred file type

25. Ticket Quantity

- If tickets are provided to 3Rivers for this event, please provide a total quantity

26. 3Rivers Employee Name

- If you have been working with someone at 3Rivers regarding this request, please type their full name