



# Colorado Quilting Council Gift and Grant Application

Please fill out this form in its entirety. Failure to do so will result in this form being returned to you marked "Incomplete". If any question on this form, or section you are filling out, is not applicable to you, write N/A. If you have any questions about filling out this form, please contact the Gifts and Grants Chairperson listed in the current Colorado Quilting Council newsletter. Remember to include any requested price quotes, documentation or paperwork necessary to expedite our decision making process. Some information may seem redundant, but this will reduce the number of questions that may arise when the Board meets. In your cover letter explain how your need meets the criteria as set forth by CQC as listed in Sections 1-4.

Name \_\_\_\_\_ Amount requested \$ \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Day Phone (\_\_\_\_) \_\_\_\_\_ Evening Phone (\_\_\_\_) \_\_\_\_\_

Applicant (check one):  Individual  Organization  Quilt Guild  Other \_\_\_\_\_

Requesting on behalf of:  Self  Volunteers  Guild/Organization  Other \_\_\_\_\_

Name of guild or organization \_\_\_\_\_

Background (Information about you or your guild/organization you feel is relevant. Include date of group' inception, group size, how often it meets and if you collect dues or a membership fee. Attach extra pages as necessary.)

Have any fundraising activities been held, or are any being planned, to raise money for this request?  
If so, please list them.

Have you previously received a gift or grant from the Colorado Quilting Council? If so, how much and when?

Would a partial grant be acceptable?  Yes  No

If yes, how much money is available at this time to supplement our partial grant? (Partial grant purchase must be made within 30 days of the check date or returned to CQC). \$ \_\_\_\_\_

**Fill out Section 1, 2, 3, OR 4 on back**

## Section 1: Item

An "item" is any sort of "capital purchase". That being something you can touch, use inventory, etc. An "item" can be purchased in a store, from an individual or purchased in pieced or sections from various places.

Three price quotes must be included with this completed form to be considered by the CQC Board. Price quotes shall be on company letterhead, or on the back of a business card from the store in which the price was received. Please provide all information as we may have to verify or get additional information.

If a "capital purchase" is made, and the individual/organization/guild disbands, dissolves or no longer needs the capital item, it shall be turned over to CQC or the amount of money granted, be returned to CQC.

Explain how this will be beneficial to CQC and/or the quilting community in general.

A. Name of Store \_\_\_\_\_  
Location \_\_\_\_\_ Phone \_\_\_\_\_  
Salesperson \_\_\_\_\_ Price Quote \$ \_\_\_\_\_

B. Name of Store \_\_\_\_\_  
Location \_\_\_\_\_ Phone \_\_\_\_\_  
Salesperson \_\_\_\_\_ Price Quote \$ \_\_\_\_\_

C. Name of Store \_\_\_\_\_  
Location \_\_\_\_\_ Phone \_\_\_\_\_  
Salesperson \_\_\_\_\_ Price Quote \$ \_\_\_\_\_

## Section 2: Education

"Education" is any kind of class, seminar, or workshop the applicant wants to attend. This must be quilting/textile arts related. If travel is necessary for participation, only the class fee shall be considered. It is the responsibility of the applicant to provide all necessary expenses other than the cost of the class.

Name of class/seminar/workshop \_\_\_\_\_  
Cost \$ \_\_\_\_\_

Explain how this will be beneficial to CQC and/or the quilting community in general.

## Section 3: Awards

An "award" is money granted to a group/guild or organization that will be given to a recipient who has entered a show, contest or exhibition. In exchange for cash donation, the Colorado Quilting Council will be recognized as the donor in show literature.

Name of show/contest/exhibition \_\_\_\_\_  
Date \_\_\_\_\_ Amount \$ \_\_\_\_\_

Type of award (1st, 2nd, 3rd, Best of Show, etc.) \_\_\_\_\_

Explain how this will be beneficial to CQC and/or the quilting community in general.

## Section 4: Other

This category is for any other request that does not fit the description of the first three categories. Attach additional pages.

Explain how this will be beneficial to CQC and/or the quilting community in general.

**Colorado Quilting Council**

**GIFTS AND GRANTS APPLICATION BUDGET  
SUMMARY**

**Requesting Organization:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Brief Description:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Project Revenue Summary**

**TOTAL**

**Funds on Hand** \_\_\_\_\_

**Corporate Donations** \_\_\_\_\_

**Sales and Fund Raising** \_\_\_\_\_

**Grants** \_\_\_\_\_

**In-Kind volunteering** \_\_\_\_\_

**Coupons and Vouchers** \_\_\_\_\_

**Other (describe)** \_\_\_\_\_

**TOTAL PROJECT INCOME** \_\_\_\_\_

**PROJECT EXPENSE SUMMARY**

**TOTAL**

**Materials (sewing/quilting supplies)** \_\_\_\_\_

**Food** \_\_\_\_\_

**Publicity** \_\_\_\_\_

**PROJECT EXPENSE SUMMARY (continued)**

**TOTAL**

**Entrance Fees** \_\_\_\_\_

**Travel Related expense** \_\_\_\_\_

**Contracted Services** \_\_\_\_\_

**Clerical (postage, copying)** \_\_\_\_\_

**Volunteer recognition** \_\_\_\_\_

**Physical Space Rental:** \_\_\_\_\_

**Safety** \_\_\_\_\_

**Other (describe)** \_\_\_\_\_

**GRAND TOTAL** \_\_\_\_\_

**Additional Comments Applicant feels relevant to present your project most positively. ( ie: Historical outcome and success of previous projects)**

**PROJECT EXPENSE SUMMARY**

**Total**

**TOTAL Materials (sewing/quilting supplies)** \_\_\_\_\_

**Food** \_\_\_\_\_

**Publicity describe:** \_\_\_\_\_

**Entrance Fees: explain** \_\_\_\_\_

\_\_\_\_\_

**Travel Related expenses** \_\_\_\_\_

\_\_\_\_\_

**Contracted Services describe in detail:** \_\_\_\_\_

\_\_\_\_\_

**Clerical (postage, copying)** \_\_\_\_\_

**Volunteer recognition: describe:** \_\_\_\_\_

\_\_\_\_\_

**Physical Space Rental:** \_\_\_\_\_

**Safety** \_\_\_\_\_

**Other information:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**GRAND TOTAL** \_\_\_\_\_

**Additional Comments Applicant feels relevant to present your project positively. ( ie: Historical outcome and success of previous projects, photographs and news articles)**