



Funding Request Guidelines

The Alamo Kiwanis Club
Charities

The Alamo Kiwanis Club Charities of San Antonio is accepting proposals from charitable organizations wishing to apply for donations from our club. Your organization must primarily serve children in the Bexar County or surrounding areas to qualify. Thank you.

We ask that you put your solicitation in the following format and submit it by email or to the address listed on this correspondence. (Email submissions are preferred)

1. A one-page letter telling us who you are and why you are seeking our assistance.
2. Your letter needs to state a specific dollar amount requested and what you will do with the funds if granted.
3. Attach your latest financial statement and budget for the current year.
4. Attach your IRS 990 tax return and a copy of your Organizational Exempt Form.

Please send your request by October 31st to:

Alamo Kiwanis Club Charities
Attention: Youth Services Committee
7701 Broadway Ste 104 Box 213
San Antonio, TX 78209
akc@alamo-kiwanis.org

Thank you for submitting your request. We will consider all requests after the submission deadline, and you will get a notification of an award or award declination. For any questions, please email us.

Sincerely,

Jamie Martinez

Executive Director
Alamo Kiwanis Club