**Donation Request Form**

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### *Milestown Community Improvement, Inc., is a Montana nonprofit corporation dedicated to the improvement of Miles City, Montana, with a particular focus on recreational opportunities for children and families.*

### Background

MCI2 has earmarked 10% of the proceeds received from the state-wide sales of our license plates for direct monetary donations back into our community outside of our own projects. For consideration, please fill out this form to the best of your abilities and return to any MCI2 member or email to info@mci2.com. These requests are circulated and discussed at the Board meetings which generally take place on the first Wednesday of each month. Please note that MCI2 generally likes to supplement, not fully fund, projects whenever possible and may table the donation request until more information is provided or remaining funds are procured. Although not a requirement, it can be helpful to be present to answer any questions regarding your request.

### Timeline

MCI2 will assess donation requests on a quarterly basis at our Board meetings in April, July, October, and January. Submissions must be received by 11:59PM on the 15th day of the prior month for consideration. Please include if you would like to present your request in person so you can be added to our agenda.

### Applicant Contact Information

| Name/Organization:  |  |
| --- | --- |
| Mailing Address: |  |
| City, State, Zip Code: |  |
| Contact Phone: |  |
| Contact E-mail: |  |

### Questions

Are you or your organization a federally recognized non-profit? Yes / No (circle one)

If so, please include your IRS approval letter.

How much is your total cost of your project?

How much are you requesting?

Have you already received any funds raised for this project? Yes / No (circle one)

If yes, how much have you raised?

What is the anticipated completion date of your project?

How soon would you need the requested funding?

Please provide a brief description of your project.

(Attach separate sheet if needed)

Please provide a brief description of how your project fits into our mission statement listed above.

(Attach separate sheet if needed)

If applicable, please explain how our organization would be acknowledged for our contribution.

(Attach separate sheet if needed)