



SCC Application Guidelines

A completed grant application **MUST** include two copies, as indicated below. Please use standard typeface, no smaller than 10-point font. Please supply all information, but attach only documentation requested. **Information not requested will not be considered (i.e. video and audio tapes, yearbooks, catalogues, etc.)**

1) The first copy of the application must include:

- 1 copy of the completed SCC grant application
- 1 copy of your IRS 501(c)(3) verification
- 1 copy of your most recent IRS 990 (**only one copy is required**)
- 1 copy of your financials (prior fiscal year profit and loss statement, including operating budget and FY17/18 budget)
- 1 copy of your Board of Directors-including affiliations, Mission Statement and Organizational Chart

This copy should be hole punched and placed in a ½-inch black binder with dividers, as indicated. Documents are to be filed in the binder under the appropriate, labeled sections in the following order:

- Grant Application
- IRS 501(c)(3) verification
- IRS 990
- Finances
- Board of Directors/Mission Statement/Organizational Chart

2) The **second copy** should be placed in a manila envelope inside the front of the binder, and shall include:

- 1 copy of the completed SCC grant application
- 1 copy of your IRS 501(c)(3) verification
- 1 copy of your financials (prior fiscal year profit and loss statement, including operating budget and FY17/18 budget)
- 1 copy of your Board of Directors-including affiliations, Mission Statement and Organizational Chart

The applicant should retain a copy of the application for his/her files.

All applications must be received by Speedway Children's Charities on or before

Wednesday, June 28, 2017 at 5 p.m.:

Attn: Cheri Plattner

Sonoma Raceway - 29355 Arnold Drive - Sonoma, CA 95476

Applications received after 5 p.m. will not be accepted!