

**SCC Application Guidelines**

A completed grant application **MUST** include **one copy**, 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.)**

**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 FY19/20 budget)
* 1 copy of your Board of Directors-including affiliations, Mission Statement and Organizational Chart

**This copy should be three-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

**Please note:**

* + - The applicant should retain a copy of the application for his/her files.
* All inquiries regarding the grant application process should be submitted via email to [cplattner@sonomaraceway.com](mailto:cplattner@sonomaraceway.com). Return phone calls regarding grant applications may be delayed.

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

**Tuesday, June 23, 2020** **at 5 p.m.**

**If mailed, please send to:**

Attn: Cheri Plattner

Sonoma Raceway

29355 Arnold Drive

Sonoma, CA 95476

**Applications received after 5 p.m., June 23, 2020, will not be accepted!**