



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 FY18/19 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
- Fire Resilience Fund Grant Application (if applicable)
- 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:

- Name on front of envelope
- 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 FY18/19 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 grant inquiries must be submitted in writing - no phone calls regarding grant applications will be returned.

All applications must be received by Speedway Children's Charities on or before
Tuesday, June 25, 2019 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 25, 2019, will not be accepted!