



Grant Program

2008

Please Submit Application To:

Lightning Foundation
Tampa Bay Lightning/St. Pete Times Forum
Attention: Nancy Crane, Executive Director
401 Channelside Drive
Tampa, Florida 33602
(813) 301-6590

Letter of Inquiry: Due Tuesday, February 5, 2008
Formal Grant (pending approval): Due Tuesday, March 11, 2008



MISSION STATEMENT

The Lightning Foundation is dedicated to the support of local organizations that enrich and enhance the lives of those living throughout the Tampa Bay community. In gratitude for the support and passion of the community, the Foundation will focus its unique resources to advance amateur hockey and educational enrichment opportunities for children and families, along with medical research and treatment for those in need. Our “GOAL” is to make Tampa a better place to live, work and play!

Board of Directors

Ron Campbell
President
Tampa Bay Lightning/St. Pete Times Forum

Sean Henry
Executive Vice President, Chief Operating Officer
Tampa Bay Lightning/St. Pete Times Forum

Bill Wickett
Senior Vice President, Communications
Tampa Bay Lightning/St. Pete Times Forum



Dear Grant Applicant,

Thank you for your interest in the Lightning Foundation Grant Program. We are pleased to provide you with an opportunity to submit a letter of inquiry for the 2008 funding cycle. The letter of inquiry should be a one-page description of the program or project that you would like to formally submit a grant for. Please indicate the amount of funding you are requesting. This letter should be submitted to the Lightning Foundation by Tuesday, February 5, 2008.

Please follow the funding guidelines outlined in this packet if you are notified of your organization's eligibility for grant consideration. Only complete applications will be considered. The deadline to submit a proposal is Tuesday, March 11, 2008. Applicants will be notified in writing of approval or refusal by April 8, 2008. You may hand deliver or mail the original grant and four (4) copies. A check presentation will be scheduled during the month of May, 2008.

We look forward to receiving your proposal. If you have any questions or concerns regarding the grant application process, please contact me at (813) 301-6590.

Sincerely,

Nancy B. Crane
Executive Director
Lightning Foundation



FUNDING GUIDELINES

The following guidelines are intended to assist applicants seeking grants from the Lightning Foundation.

The Lightning Foundation grant program will devote resources where it can make a difference and have the most impact. We will invest in programs focusing on:

- Amateur Hockey
- Educational Enrichment Opportunities for Children and Families
- Medical Research and Treatment

PROCESS:

- Submit grant application by Tuesday, March 11, 2008.
- Grants will range between \$2,500 and \$10,000.
- All grant recipients will be selected by the Lightning Foundation Board of Directors.
- The Foundation may look more favorably on grant applications when they are conditioned upon the applicant obtaining matching funds from other sources.
- All applicants will be notified in writing of approval or refusal by April 8, 2008.
- The Lightning Foundation reserves the right to award grants outside the stated program guidelines, at the discretion of the Lightning Foundation Board of Directors.

RESTRICTIONS (Ineligible applicants):

- Individuals
- Religious or fraternal organizations
- Endowment funds
- Political causes or candidates
- Projects outside Hillsborough, Pinellas, Pasco, Polk, Manatee and Sarasota Counties.

If you have any questions about this grant process, please call Nancy Crane Executive Director, Lightning Foundation at (813) 301-6590.

Grant Application Narrative

- This application should be typed and no longer than seven pages, including the cover page. (Appendices separate)
- Use one-inch margins and twelve-point font size.
- Include one original and four (4) copies. Use binder clip, do not staple grant or appendices.

1. Applicant Organization

- a. History and purpose of organization (mission, goals, clientele, years of operation, etc.)
- b. List your major donors (over \$10,000) during the last fiscal year. Do not include in-kind donations.

2. Proposed Program/Project

- a. Description of program/project.
- b. Explain how this program/project addresses a specific identified need.
- c. List the specific goals and objectives of this program/project.
- d. What is the timetable for their completion?
- e. Describe the evaluation process for this program/project.

3. Financial Information on the Program/Project

- a. Provide a program/project budget.
- b. List other organizations to whom you have applied and amount of funding requested and/or confirmed.

4. Lightning Foundation Funding Guidelines and Donor Recognition

- a. How does your funding request fit within the Lightning Foundation granting programs? (Amateur Hockey, Educational Enrichment for Children and Families or Medical Research and Treatment)
- b. Outline your donor recognition policy, specifying how we will work in partnership to achieve mutual benefit.

5. Appendices

- a. To be considered, grants should be accompanied by the following documents and information:
 1. Copy of 501(c)(3) and the 509 (a) determination letter from the Internal Revenue Service.
 2. Certification of Tax Exempt Status signed by an officer or director.
 3. Most recent audited financial statement.
 4. Current operating budget.
 5. Names and affiliations of your Board of Directors or Trustees.
 6. Most recent annual report, brochure and/or newsletter.

Lightning Foundation Grant Application

Cover Page

Please provide the following information. Recreate this page on your computer using the same headings listed below.

Date:

Organization Name:

Address:

City:

State:

Zip Code:

Telephone Number:

Fax Number:

Email address:

Chief Executive Officer/title:

Contact person/title:

Program/Project name:

Requested amount:

Geographic area served:

Number of people this program/project will serve:

Signature: _____ **Date:** _____

**CERTIFICATION OF TAX EXEMPT
STATUS OF GRANTEE ORGANIZATION
(Attachment: 2)**

I, an Officer/Director of

(Organization)

hereby certify that the organization has received a ruling from the Internal Revenue Service that it is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code and that the organization is not a private foundation as defined in Section 509 (a) of the Internal Revenue Code.

I, further certify that the said exemption rulings from the Internal Revenue Service are still in effect and have not been revoked or amended.

(Signature)

(Title)

Dated: _____