

## Application for Donation

### Mission Statement

As concerned citizens of the communities we live in, the Hudson Gateway REALTOR® Foundation, Inc. participates in or contributes to the qualified charities that serve the housing, hunger, health, happiness and humane needs of citizens within Westchester, Putnam, Rockland, Orange, and the Bronx.

### Process

All requests received by the Hudson Gateway REALTOR® Foundation are reviewed at our regularly scheduled meetings.

**Name of Organization:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Website:** \_\_\_\_\_

**How long has your organization been in existence?** \_\_\_\_\_

**What is your 501(c)(3) Federal Tax ID#?** \_\_\_\_\_

Please note that the HG REALTOR® Foundation only will consider applications from 501(c)(3) organizations.

**Describe the purpose/importance of your organization.**

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**Describe the project to be funded.**

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**If the donation is for an event, what is the date of the event?** \_\_\_\_\_

**What is your deadline for a decision?** \_\_\_\_\_

**Amount requested \$** \_\_\_\_\_ **Make check payable to:** \_\_\_\_\_

Describe the planned use for these funds.

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What geographic area will this project benefit?

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Number of individuals expected to be helped or served: \_\_\_\_\_

What is your organization's efficiency ratio? (According to Charity Navigator and/or GuideStar) \_\_\_\_\_  
Describe the structure of your volunteer organization and the level of volunteer support.

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Have we funded your organization in the past? \_\_\_\_\_

Are any of our REALTOR® members involved with your organization? If so, how?

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How did you hear about the Hudson Gateway Realtor Foundation?

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Please provide any additional information that would be helpful to our foundation trustees.

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Please send your completed application to [Foundation@HGAR.com](mailto:Foundation@HGAR.com) with the following:

- A cover letter on your letterhead with signature of Authorized Representative
- A list of the applicant organization's Board of Directors and Executive Staff
- A copy of your organization's Annual Budget
- A copy of your IRS tax-exempt determination letter