




126 Valencia Dr. NE  
Suite D  
Albuquerque, NM  
87108

“A Nonprofit Organization Supporting  Save the Children® and Other Community Programs”

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## **Information and Guidelines for Grant Applicants - 2002**

Clothes Helping Kids, Inc. is a nonprofit organization, established in 1999, that collects used clothing and other household goods for resale. The net income from the resale is distributed to community programs and the Save the Children Federation, as directed by the By-Laws of the organization.

Clothes Helping Kids, Inc. awards competitive grants to community programs dealing directly with children and youth, in fields of interest encompassing education, health, human services, the environment, and traditional art and culture. Clothes Helping Kids, Inc. feels that these fields of interest, either singly or in combination, create the building blocks for strong community programs that support the developmental needs of children and youth. We welcome applications from established organizations seeking limited funding to support ongoing or new initiatives. In 2002, we expect to award approximately twelve grants ranging from \$1,000 to \$5,000.

The Board of Directors of Clothes Helping Kids, Inc. will review and assess each application and collectively award grants to those applications that best address the overall priorities of Clothes Helping Kids, Inc. Applications will be reviewed and assessed on: their focus on children and youth; the expressed need for CHK funding; the geographic location of activities; the capacity to implement and administrate the program; and the ability to evaluate and report on program outcomes. The Board of Directors will have final responsibility for all grant decisions.

Grant recipients, once they receive the funds, must report on their expenditures of grant funds and provide an evaluative summary report on the results of the program. Any funds not expended for the specific purpose of the grant must be returned to Clothes Helping Kids, Inc. and cannot be diverted to other uses without the prior written approval of Clothes Helping Kids, Inc.

Grants will not be made:

- to individuals,
- for political or religious purposes,
- to retire indebtedness,
- for payment of interest or taxes,
- for annual campaigns, endowments, or emergency funding,
- to influence legislation or elections,
- to private foundations,
- to organizations that discriminate on the basis of race, creed, or gender.

Grants will be made for a one-year period. Applications should be faxed, mailed or e-mailed to the addresses at the bottom of this page.

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**Clothes Helping Kids, Inc. - Grant Application - 2002**

**Name of Organization:** \_\_\_\_\_ **[Name of Program (if applicable)]** \_\_\_\_\_

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**Mailing Address:** \_\_\_\_\_ **[Physical Address: (if different)]** \_\_\_\_\_

\_\_\_\_\_  
**Street** \_\_\_\_\_ **[Street]** \_\_\_\_\_

\_\_\_\_\_  
**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_ **[City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code]** \_\_\_\_\_

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

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( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
**Telephone** \_\_\_\_\_ **Fax** \_\_\_\_\_ **e-mail (if available)** \_\_\_\_\_

\$ \_\_\_\_\_  
**Amount Requested** \_\_\_\_\_ **Geographic Area of Program** \_\_\_\_\_ **Program Type** \_\_\_\_\_  
 [state or area within state] [e.g. education, health, etc.]

**1. Short summary with brief history of organization, its length of time in existence, its organizational status (e.g. 501-c-3 nonprofit) and any other pertinent information. Attach an additional page if necessary.**

**2. Short summary of the Grant Request (please include specifics about what you expect to achieve with the requested funds and how you will evaluate success). Attach an additional page if necessary.**

**Clothes Helping Kids, Inc. - Grant Application Budget - 2002**

Complete this form with a breakdown of the amount requested:

	<u>Budget Item</u>	<u>Amount Requested</u>	<u>Other Funding</u>	<u>Total</u>
1.	_____	\$ _____	\$ _____	\$ _____
2.	_____	\$ _____	\$ _____	\$ _____
3.	_____	\$ _____	\$ _____	\$ _____
4.	_____	\$ _____	\$ _____	\$ _____
5.	_____	\$ _____	\$ _____	\$ _____
6.	_____	\$ _____	\$ _____	\$ _____
7.	_____	\$ _____	\$ _____	\$ _____
8.	_____	\$ _____	\$ _____	\$ _____
9.	_____	\$ _____	\$ _____	\$ _____
10.	_____	\$ _____	\$ _____	\$ _____
<b>Total Amount Requested:</b>		<b>\$ _____</b>		