Grant Application for Animal Charities

Thank you for your interest. As Second Life continues to grow, we are looking for opportunities to help facilitate our mission of giving homeless pets a second chance and educating the public about the importance of spaying/neutering.

It is our goal to provide assistance to organizations dedicated to our mission. In order to be considered for a grant from Second Life, this application must be filled out completely and returned via email so you may be entered into our database. *(Please completely fill out this application, as incomplete applications will not be valid. If a section does not apply, please indicate why.)*

Please understand that completion of this application in no way commits Second Life to providing cash grants or contributions to your organization. This information will be kept on file and any determination of grants will be the sole discretion of Second Life. Applications will be accepted at any time and kept on file.

**Please complete form electronically and email to** **grants@secondlifeatlanta.org****. We cannot accept handwritten copies.**

**\*\*Please double-click on the gray boxes to get a pop-up to check-mark the box electronically\*\***

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| **Today's Date (Application Date)**  |  |

**ORGANIZATION INFORMATION**

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| **Name of Organization:** |  | **Tax ID/EIN#:**  |  |
| **Legal Name of Organization** *(if different - per government documents or if you are listed under an umbrella organization):*  |   |
| **What is the organization name that should appear on a check, if a grant is made?**  |  |
| **Website:**  | **Facebook Page URL address:** |
| **Mailing Address:** *(If a contribution is made, to which address should the check be mailed?)*:  |  |
| **Primary Contact Information**: |
| **Name**:  |  | **Title**: |  |
| **Phone Number:** |  | **Email:**  |  |
| **Secondary Contact Information**: |
| **Name**:  |  | **Title**: |  |
| **Phone Number:** |  | **Email:**  |  |
| **How many years has the organization been in existence?**  |  |
| **Are you a 501(c)(3) organization?***If yes, please provide an electronic copy of your 501(c)(3) exemption letter.* | [ ] Yes [ ] No  |
| **Are you registered with the State of Georgia as a non-profit?**  | [ ] Yes [ ]  No  |
| **Are you licensed with the State of Georgia as an animal rescue organization? If no, are you registered with another state?** *Please provide an electronic copy of your state license registration.*  | [ ] Yes [ ] No Please explain if no: |
| **Are you entirely volunteer-based?**  | [ ] Yes [ ] No If no: please explain:  |
| **How many active volunteers do you have?** |  |
| **Do you have any paid employees?** **If yes, how many paid employees do you have and in what roles?** | [ ] Yes [ ] NoNumber of paid employees:  |
| **What percentage (%) of monetary donations received are used primarily for your rescue/charitable activities** *(vs. administration & fundraising costs, etc)?* |  |
| **Where does your funding currently come from?**  | [ ] Private Donations [ ] Grants [ ] Other |
| **Did you file an IRS 990 Form in the past 2 most current years?** (*If yes, please provide a copy of each year. If no, please explain why.*) | [ ] Yes [ ] No (*If yes, please provide a copy of each year. If no, please explain why.*) |
| **If you receive a grant from Second Life, are you willing to provide an overview about how the money was spent within 60 days of receiving the grant?**  | [ ] Yes [ ] NoIf no, please explain why. |

**Organization Overview and Mission Statement**

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| **Primary Focus of Rescue/Organization** | [ ] Dogs [ ] Puppies [ ] Cats [ ] Kittens [ ] Senior Pets [ ] Community Outreach [ ] Education/Awareness [ ] Low-Cost Spay/Neuter [ ] Pet Food Pantry  |
|  | **[ ] Bully Breeds  *(List Breeds)*** |  |
|  | **[ ] Breed Specific**  ***(List Breeds):*** |  |
|  | **[ ] Special Needs** ***(List Needs):*** |   |
|  | **[ ] Other** **(*Please describe)*** |  |

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| **Please use this space to better describe your organization’s mission and help us better understand your focus. Please include your organizations mission statement***. (For example, breed-specific, bully breeds, temporary foster situations, education, etc).*  |  |
| **Where do the animals live once in your rescue but before adoption? *(Check all that apply).***  | [ ]  No-Kill Shelter [ ] Kill-Shelter [ ] Sanctuary [ ] Foster homes [ ] Boarding Facility[ ] Other (please list): |
| **From where are the animals in your organization primarily rescued? *(Please be specific – such as rural shelters, specific county shelters, government abuse cases, strays, owner surrenders, etc).***  |  |
| **Are ALL animals rescued by your organization spayed/neutered before being placed in adoptive homes?** | [ ] Yes [ ] No If No, please explain in what situations the animal is not spayed/neutered:  |
| **If puppies or kittens come in with their mom, do you always rescue mom (and dad if applicable too).** **(This does not apply to rescuing pregnant moms).** | [ ]  Yes [ ]  No If No, please explain for what reasons mom (and dad) are not also rescued.  |
| **Are all your pets microchipped before being adopted? Do you take back your animals if the adopter decides they no longer want to keep/can’t keep the animal?**  | [ ]  Yes [ ]  No If No, please explain why not. |
| **What is the geographical area of focus for your organization? (***For example: mostly inside 285, North Atlanta, DeKalb County, etc.). Please include for both rescue efforts and where your shelter or adoption events are primarily held. If you are not a rescue organization, please include for your primary activities.*  |  |
| **Please provide an overview of the accomplishments of your organization’s previous** **2 years.** *(For example, how many animals did you rescue, how many were adopted, spayed/neutered, provided medical care, etc. Please be specific as it better helps us understand your organization.)* **If you are not a rescue organization, please provide relevant information to your organization meeting your mission.** |  |

**Financial Needs**

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| **Besides cash donations, what are your top 3-5 biggest needs right now (wish-list items, spay/neuter funding, special programs, veterinary assistance, emergency medical funds, food, etc).**  |  |
| **What are your top 2 expenses?**  |  |
| **Do you have sponsorship levels for specific items or animals in your care?** *(For example, $50 for “adopt-me” vests, $100 for spay/neuter, $150 for total care of one animal, $300 to sponsor heartworm treatment, $500 for a fence build, etc)?* **If so, please provide. If not, please provide an overview of costs for different types of care.**  | ` |
| **Do you have any sponsorship opportunities for fundraising events? If so, please list the name of the event, the date (or general time of year) and any details of opportunities. (Cash sponsorship, raffle prizes, event website, etc.)****We are always interested in sponsorship opportunities but often don’t find out about them until after the fact.**  |  |
| **Do you have a specific monetary amount needed for an immediate situation? If yes, please provide description and financial need?** |  |

**Second Life Promotion**

In an effort to keep our costs down, we rely on word of mouth and finding advertising opportunities that maximize exposure for minimal costs. Promoting to animal lovers involved in rescue organizations is one of our most efficient opportunities.

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| **Would you be willing to promote Second Life to your members and volunteers?** **If yes, would you be willing to do any of the following (check all that apply):** | [ ]  Yes [ ] No [ ]  Maybe[ ] Distribute Second Life postcards at your adoption events[ ] Promote Second Life on your website[ ] Promote Second Life in your social media sites *(Facebook,Twitter, etc)*[ ]  Promote Second Life at festival events *(Distribute postcards, allow us to*  *share a table, etc)*[ ]  Promote in your emails/newsletters to volunteers  and/or supporters[ ] Other (please list ideas): |
| **If you answered “no” or “maybe,” please explain why.**  |  |

I certify that the above information is true and correct.

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| **Printed Name:** |  | **Signature****(If digital signature is not available, typed signature will be accepted)** |  |
| **Title** |  | **Date** |  |

Make sure you submit the following items:

 Completed Grant application

 Copy of 501(c)(3) exemption letter from the IRS

 Copy of State of Georgia rescue license (from Dept of Agriculture)

 Copy of 990 Forms from the last 2 years (most current years)

**Submit completed form via email to** **grants@secondlifeatlanta.org****. Please do NOT save as a .pdf or .jpg. We cut and paste the information into our database. Thanks.**

**Please do not submit a paper copy.**

**Due to our limited resources, we request that you not contact us for update on your submitted application unless more than 45 days has passed since submission. We review grants on a quarterly basis so it may take us up to 3 months to review applications.
Thank you for understanding.**