



Albany Engineered Composites specifically focuses on programs supporting education, community and economic development and the environment. Albany Engineered Composites is committed to supporting charitable organizations where we work and where our employees live.

Our Charitable Contributions Committee is charged with overseeing our charitable giving and encouraging decentralization of charitable giving so that the greatest impact is where Albany Engineered Composites employees live and work. Only 501(c)(3) nonprofit organizations, which meet our giving guidelines and focus areas, are considered.

WE DO NOT PROVIDE DIRECT AID TO:

- Individuals
- Capital campaigns, building projects or equipment
- Transportation and travel expenses
- Political organizations
- Religious organizations for religious purposes
- Government Agencies
- Loans or investments
- Merchandise promotions, partnerships or advertising
- General awareness campaigns
- Development or production of books, films, videos, television programs, or websites
- Deficit Funding

PLEASE NOTE:

- We may require the submission of supplemental information to thoroughly review.
- When completing the application, the term “past year” refers to your most recently completed fiscal year.
- Applications should be submitted three months prior to needing funds. This allows the committee time to review and research applications for donations.



Application for Donation

Please submit the completed application electronically, along with your cover letter to
aeccommunity.relations@albint.com

Date:

ORGANIZATION INFORMATION

Name of organization (as stated on IRS 501(c)(3) letter):

Name of organization (if different from above):

Mailing address:

City:

State:

Zip Code:

Website (if applicable):

IRS Tax ID Number:

Date your national organization was established as a 501(c)(3) (if applicable):

Date your local affiliate was established as a 501(c)(3) (if applicable):

CONTACT INFORMATION

Contact name:

Title:

Telephone number:

Fax number:

E-mail address:

Name of president, CEO or managing executive:

Title:

Telephone number:

E-mail address:

Street address (if different from above):

City:

State:

Zip Code:

Did an Albany employee refer you for donation? (If yes, please specify the name of the employee)

FINANCIAL INFORMATION

(If this is a National Organization but funds are requested for an affiliate, the financial information requested should be applicable to the affiliate)

Name of program/project/event for which funding is requested:

Request amount: \$

Organization's current budget: \$ Past year: \$

What percentage of the organization budget is allocated to overhead?

Top 5 corporate and/or foundation donors and the amount of their donation to the organization:

1. Donor	Amount: \$
2. Donor	Amount: \$
3. Donor	Amount: \$
4. Donor	Amount: \$
5. Donor	Amount: \$

Sources of income for the organization's current budget (must equal 100%):

\$	% Government (Federal, State, County, City)
\$	% Fees/Earned Income
\$	% Individuals
\$	% United Way
\$	% Workplace campaigns (other than United Way)
\$	% Corporate and/or foundation grants
\$	% Special events
\$	% Memberships
\$	% Other (please explain):

Budget for the program/project/event for which the organization is requesting funding:

Current year: \$ Past year \$

What amount of this project has been secured? \$

Identify the source of that funding:

1. Donor	Amount: \$
2. Donor	Amount: \$
3. Donor	Amount: \$
4. Donor	Amount: \$
5. Donor	Amount: \$

What percentage of the program budget is allocated to overhead?

EXECUTIVE SUMMARY

Date of Application:

Name of organization (as stated on 501(c)(3) letter):

City, State where organization is located:

Year your organization was established as a 501(c)(3):

Annual organization budget: \$

Budget for this project: \$

Major source of funding:

Summarize the mission/purpose of the organization:

Brief summary of the organization's primary programs:

Name of program/project event for which funding is requested:

Request amount: \$

Briefly describe how the requested funding will be used:

How will the organization determine it has accomplished the intended purpose of the program/project/event (other than satisfaction survey):

If the organization has received funding from Albany Engineered Composites (Albany International if applicable), describe the measurable results of the most recent donation:

Past Albany Engineered Composites support:

Date of donation: Amount: \$

Date of donation: Amount: \$

Date of donation: Amount: \$

Past Albany International Corporation support:

Date of donation: Amount: \$

Date of donation: Amount: \$

Date of donation: Amount: \$

Albany Engineered Composites receives many more requests than it can support. When a request is denied, it does not imply that the applicant’s program is not vital or valued. It may be that the request does not fall within our giving guidelines or three focus areas, or that all charitable funds for the year have been allocated.

For Staff Use Only:	Comments:
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