



**2017 City of Des Moines Charitable Campaign Application**  
Return this application to [CharitableCampaign@dmgov.org](mailto:CharitableCampaign@dmgov.org) by **August 25, 2017**  
For questions, call (515) 283-4054.

*If your organization is interested in being on the City of Des Moines' eligibility list for organizations City employees can donate towards during its annual Combined Charitable Campaign, you must complete the entire application and provide all materials requested. If less than \$1,000 is donated towards your organization in the giving year, you will not be eligible to participate in the following year's annual campaign. The application fee is \$50. Please make this check available to: "City of Des Moines- Charitable Campaign".*

**Charity Name:** \_\_\_\_\_

**Charity Address:** \_\_\_\_\_

**Charity website:** \_\_\_\_\_

**Full Name of Contact person:** \_\_\_\_\_

**Contact Person Phone #:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Please provide your organization's adopted mission statement:**

**City of Des Moines Goal Statements** - Please provide a brief statement describing how the work of your organization helps in achieving the City's Strategic Goals: <https://guidedsm.dmgov.org/>

**Financial Information**

**What is your organization's annual operating budget? (may approximate)** \_\_\_\_\_

**What percentage of your annual budget is expended on services provided within Des Moines, IA? (may approximate)** \_\_\_\_\_

**What percentage of your annual budget is expended on administrative and overhead costs (as opposed to direct service provision)?** \_\_\_\_\_

**Attachments Required**

- \$50 application fee
- A copy of your org's IRS 501(C)3 determination letter
- Image that represents your organization (will be used in marketing materials)

**Certification of Application**

I understand that any outreach efforts for donations will be coordinated through the City Manager's Office. I also hereby affirm that the information provided in this application for inclusion in the 2017 City of Des Moines Combined Charities Campaign is accurate.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date