



THE BANDAI FOUNDATION

Charitable Donation Guidelines and Procedures

THE BANDAI FOUNDATION

The Bandai Foundation is a non-profit organization committed to supporting charities that improve the environment in which American families and children live and play. Through charitable donations and gifts, the Bandai Foundation provides executive leadership and corporate sponsorship to community-based projects and programs throughout the United States that focus on the benefit of children. The Bandai Foundation was established in 1995 by Bandai America as a way to give back to the community that has made its products so successful in the United States.

This proposal sheet is to provide the essential data about your 501 (c) (3) qualifying organization, your proposal request and the key contact person. Please complete this proposal in full.

To submit a request for a donation to your charity, complete the attached Application and submit it with the following no later than September 30, 2010 to The Bandai Foundation/5551 Katella Avenue/Cypress, California 90630.

Additional Attachments:

1. Most Recent Financial Statement
2. Operating Expense Budget
3. Annual Report (if available)
4. Application
5. Copy of current IRS determination letter indicating 501(c)(3) tax exempt status.

Applicant

Date of Application:
Full Legal Organization Name:
Address:
City and Zip Code:
Website (if applicable):
CEO, President, or Executive Director representing this request:
Key Contact Person (if different):
Phone number and Email of Contact Person:

Organization Information

Does your organization have a current / valid 501(c)(3) non-exempt status? <input type="checkbox"/> Yes <input type="checkbox"/> No (note: The Bandai Foundation will consider donations only to valid 501(c)(3) organizations).	
501(c)(3) FIN #: _____(please attach copy)	
Year established:	
Organization Mission Statement (50 words or less please, or attach your Mission Statement)	
Population Served:	Geographic Area Served:
Total Organization Annual Budget:	Total % of Donations Provided to Actual Mission Statement (and briefly explain what percentage of donations are used for your total administrative costs):

Proposal Request

Grant Request: \$ _____	Check one: <input type="checkbox"/> General Support <input type="checkbox"/> Project Support
Dates covered by this Request: (i.e. beginning and end date of Project)	
Please summarize in one-half page or less why your agency is requesting this grant, what you hope to achieve with this grant and how you will spend the funds if a grant is made:	
Do you have a deadline for your requested donation? If so, please state deadline.	
How does your requested donation fulfill The Bandai Foundation's Mission Statement? – What are the objectives and goals for this request? How will this donation address the issues of the Organization?, Make improvements?, Achieve success?	

I hereby verify that the information provided is accurate and honest to the best of my knowledge.

Authorizing signature (CEO or President, representing Board member, or Executive Director)

_____ Date _____

Name:

Title:

Thank you for your interest. Proposal requests will be evaluated and you will be contacted only if your proposal request is approved by The Bandai Foundation.