

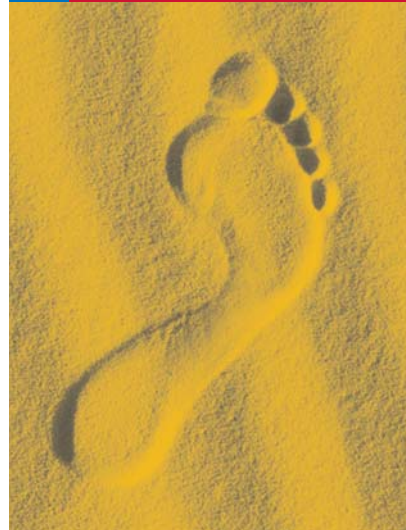
We're here to help you impact the lives of others.

Community support is a core value at Allegra Design Print Mail. The FootPRINT Fund is designed to aid nonprofit organizations in their quest to create lasting impressions.

We hope the FootPRINT Fund of \$5,000 we have established will help our local organizations and associations leave their "footprints" in our community through increased awareness and visibility. We challenge each of you to use these print services awards to build a better community, one step at a time.

Free Posters for Your Next Event
Get up to 50 full-color, customized posters for your next event through the Allegra Design Print Mail **Posters with Purpose®** program. The posters are free to nonprofit organizations and associations. No application is required.

The **FootPRINT Fund** and **Posters with Purpose** are part of the Allegra Design Print Mail **Community Care Campaign**, which also includes **Adventures in Safety**, a child safety program.



350 Wilson Pike Circle
Suite 200
Brentwood, TN 37027



Making our mark on the community.



Making our mark on the community



one step at a time.





Purpose

The FootPRINT Fund® awards print services, through Allegra Design Print Mail in Brentwood, TN, to select nonprofit organizations to help enhance their image, expand their services and extend their printing budgets.

Application Guidelines

Who is Eligible?

The FootPRINT Fund is available to any nonprofit group, association or charitable organization in Tennessee that meets the FootPRINT Fund selection criteria.

What is the Value of Services Awarded?

Services are awarded with a maximum value of \$1,000 per organization for the award year. Applicants may receive services in the value of the amount requested or in a lower or higher amount.

Services include graphic design, printing, copying and bindery. Applicants are encouraged to reapply in the following year. Annual awards total \$5,000.

All awarded print services must be used between July 1st, 2011 and Dec. 15th, 2011.

Awards may only be used for projects originating during these dates and not to offset any existing balances due to Allegra Design Print Mail.



How do we Apply?

Use the FootPRINT Fund Application that is part of this brochure. It's a fillable pdf, so you can type right on it. Either email the completed application to marilyn@allegratn.com, or mail it to:

Allegra Design Print Mail
350 Wilson Pike Circle, Suite 200
Brentwood, TN 37027

Cover letters are not required, but if more space is needed for descriptions, please attach an additional sheet. The application deadline is May 30, 2012. Applicants receiving an award will be notified.

What are the Selection Criteria?

Applications are reviewed by a panel of representatives from Allegra Design Print Mail along with members of the local community. The panel responds in writing to all applications that are submitted in accordance with the application deadline. Organizations should not assume an award has been given until such notification. Any eligible organization or association can apply and need not be a customer of Allegra Design Print Mail.

Award recipients are selected based upon how the print services will be used to further the organization's goals, including:

Service expansion – Use of print services to contribute to expanding an organization's awareness or existing service projects.

Program enhancements – Use of print services to promote new programs or projects.

Leveraged efforts – Use of print services to increase the impact of other existing resources.

Have Questions?

For more information, contact (615) 373-5145 or visit our Web site at www.allegratn.com



Allegra Design Print Mail FootPRINT Fund Application

Application must be complete to be eligible for a FootPRINT Fund award.

Organization _____

Address _____

City _____ County _____ State _____ Zip _____

Primary contact _____

Telephone _____ Fax _____

E-mail _____

Years organization has been in existence _____

Primary purpose or organization _____

Please attach a copy of your most recent brochure or other descriptive information, as well as documentation of nonprofit 501 (c)(3) status.

Value of print services requested (\$1,000 maximum) _____

How would these printing services benefit your organization/association? Use additional sheet if needed.

Create a new print communications piece. Briefly describe purpose (i.e. enhance image, describe particular program, etc.).

Support existing, but underfunded project. Briefly describe.

What amount of your annual budget is used for printing? \$ _____ and _____ %

What are your organization's major funding sources?

Source	%	Source	%
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Certification: I certify that the information contained in this application is true and correct to the best of my knowledge, and that I have the authority to request funds for the organization named above.

Executive Director Name _____ Date _____

Title/position within organization _____

Return materials by email to: marilyn@allegratn.com or mail to: Allegra Design Print Mail
350 Wilson Pike Circle
Suite 200
Brentwood, TN 37027