

TEAM MAD'S BENEFICIARY APPLICATION NARRATIVE

A. Narrative: Limit to four (4) pages. Use the headings, subheadings and numbers below. We understand that many of these questions will not apply to your organization. If a question does not apply to your organization, please indicate that with NA (*Not Applicable*).

1. Organizational Information

- a. Brief summary of organization's history, mission statement, vision statement and goals
- b. Description of current programs and accomplishments
- c. How this agency uses volunteers

2. Purpose of this request

- a. Description of how Team MAD's efforts will Make A Difference in your mission and vision statements.
 - o Financially
 - o Spreading the word of your organizations mission and vision to our runners and their supporters.
- b. Description of how the people expected to benefit from this project have been or will be involved in its development and implementation
- c. Description of how you plan to evaluate the success of the project, including outcomes and results
- d. Long-term strategies for funding this project

3. Budget/Financial Information (*Provide the dates each document covers*)

If applicable we will be reviewing your Form 990.

- a. **Budget for this program** showing income and expenses
- b. **Listing of the funding sources for this request** (*foundations, corporations, others*) solicited for this request for current year, and, if this is not a new project, for previous years (*indicate the amounts requested and status of your proposal with each one*)
- c. Most recent annual financial statement (*audited, if available*) and management letter (*if available*)

4. Other supporting materials

- a. Board membership list with names and affiliations
- b. Copy of IRS determination letter and/or explanation of your tax-exempt status
- c. Annual Report

5. Point of Contact

- a. Will the point of contact have the availability to work with Team MAD on a weekly basis (if needed)?
- b. Will there be an alternate point of contact?

6. Volunteers

- a. Please provide the scope of your ability to provide Team MAD with volunteers to support our activities (*for example: attending fundraising events, media events and some practices, hosting a water stop or cheering section at the marathon.*)
- b. As the chosen beneficiary, how will your organization assist us in recruiting runners?
- c. As the chosen beneficiary will any of your staffers/volunteers be interested in training with us and running in the marathon/half marathon or as part of a relay?

7. Why You?

Creating a strong connection between our runners and your organization is important to Team MAD. How do you envision our two groups working together and benefiting each other? Why is your organization the best choice for Team MAD this year?