



## Fund Request

Submission Date:

Tax ID#:

Organization name shown on 501(c) (3) letter:

Applicants must be an IRS-approved organization 501(c)(3)

501 (c)(3) status:  Yes  No

Mailing Address:

City:

State:

Zip:

Contact Person's Name:

Title:

Telephone number:

E-mail Address:

Website Address:

**Recipient tax status: (Please check applicable box):**

Public Charity

Exempt Private Foundation

Public Nonprofit Educational Institution

City, Country, Government Subdivision

Private Nonprofit Education Institution

Other (Please specify)

**Type of request:**  Capital Construction  Operating Support  Special Project  Other

Total annual budget for organization: \$

Amount of Request: \$

Total cost of the project: \$

Focus of Request:

Signature:

Title:

Date:

**Please email this completed form and the below items to [foundation@ottertail.com](mailto:foundation@ottertail.com).**

- Grant application.
- Tax exempt status letter under Section 501(c)(3) of the Internal Revenue Service Code.
- Description of the organization, its history, and where it serves.
- List of officers and board of directors.