

## BUILDING A BETTER COMMUNITY

### QUESTIONS?

If you have questions about our giving guidelines, please call Corporate Contributions at 630 388-2934.

For additional support, consider listing your organization's volunteer opportunities on [Chicagovolunteer.net](http://Chicagovolunteer.net), sponsored by Nicor.



### OUR MISSION

Nicor Gas' philanthropy mission is to apply its charitable funds, company expertise and employee volunteer efforts to help fulfill the educational, health, cultural and community needs of the people who reside in our service territory. Our goal is to understand what our stakeholders expect from Nicor Gas as a corporate citizen, and to respond to those expectations in ways that help more than 600 communities across northern Illinois. This means recognizing and celebrating the diversity of our communities and citizens and addressing their various needs.

### OUR FOCUS

Nicor Gas' strategic focus is to help educators and those who support the educational system by providing enrichment opportunities that will assist students in achieving their educational goals.

#### Grants will not be made to:

- organizations without IRS 501(c)(3) designation or equivalent
- individuals or foundations
- social, athletic, recreational or union groups
- endowment or debt reduction drives
- churches or religious groups in support of their sacramental or theological functions
- organizations with discriminatory practices
- political parties, groups or candidates
- organizations soliciting advertising space in newspapers or programs
- specific schools or foundations supporting specific secondary or primary schools

### GUIDELINES

We make charitable contributions only to eligible organizations that have a current determination letter exempting them from federal tax under Section 501(c)(3) of the Internal Revenue Code. Eligible not-for-profit organizations requesting support from Nicor Gas must prepare and submit the Nicor Gas Grant application form (see other side) and all required attachments. Requests may be made for the following types of contributions:

#### General Operating

Only one operating gift will be made to an organization during a year. If an organization receives United Way funding, it will not be eligible for a general operating gift, but may be considered for funding an event if Nicor employees are involved.

#### Events

Requests for support of events in the communities we serve and where Nicor Gas employees are involved will be given consideration.

#### Capital Campaigns

Support may be granted for building and remodeling programs of not-for-profit organizations that best advance Nicor Gas' priorities and add value to the communities we serve. Our capital grants are not multi-year commitments.

#### In-Kind Support

Requests for surplus furniture, equipment or services will be reviewed upon receipt. Our response will be based on our contribution priorities and availability of the requested gift. Nicor Gas accepts proposals throughout the year. Our financial year begins January 1. Applicants are urged to mail their applications and supporting materials to:

Nicor Gas Corporate Contributions  
1844 Ferry Road  
Naperville, IL 60563

## CORPORATE CONTRIBUTION GUIDELINES



# APPLICATION FOR A NICOR GAS CONTRIBUTION

### Include the following with your application:

- IRS 501(c)(3) tax exemption notification
- List of board and staff members
- Current year budget
- Capital budget (if applicable)
- Latest audited financial statement
- Latest annual report
- Funding sources list for organization
- IRS 990 tax form for current year

### Mail your completed application to:

Nicor Gas Corporate Contributions  
 1844 Ferry Road  
 Naperville, IL 60563

### Organization information:

Name of organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Individual completing this application \_\_\_\_\_

Title \_\_\_\_\_

Address (if different than organization) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Describe the mission/purpose of this organization:

---



---



---

What geographic area will benefit from your service/project?

---



---

Describe the demographics of the area served (optional):

- African American    Asian    Latino  
 Multiracial/Ethnic Groups    Disabled  
 Female    Male    Youth    Adult    Elderly  
 Other (define): \_\_\_\_\_

Type of gift requested:

- Operating  
 Event  
 Capital  
 In-Kind

Program category:

- Arts/Culture  
 Civic/Community  
 Education  
 Health/Human Services

Describe your specific request:

---



---

List any Nicor Gas employees involved with your organization and their responsibilities:

---



---

Describe how this proposal supports Nicor Gas' priorities:

---



---

Have you received previous Nicor Gas funding? \_\_\_\_\_

If yes, please state when and the amount: \_\_\_\_\_

Total annual budget \$ \_\_\_\_\_  
 Is there an annual operating deficit? \_\_\_\_\_  
 If yes, how much? \$ \_\_\_\_\_  
 Total budget for proposed project \$ \_\_\_\_\_  
 Total requested \$ \_\_\_\_\_

What percent of your budget do you get from the following sources (respond with operating budget if requesting operating gift; respond in relation to capital or program budget if making a capital or program request):

Existing endowment \_\_\_\_\_ %  
 Internal \_\_\_\_\_ %  
 Earned income \_\_\_\_\_ %  
 Individual grants \_\_\_\_\_ %  
 Foundation grants \_\_\_\_\_ %  
 Government \_\_\_\_\_ %  
 United Way \_\_\_\_\_ %  
 Community/Businesses \_\_\_\_\_ %

Signature \_\_\_\_\_

Date \_\_\_\_\_