



Gazette Charities-El Pomar Foundation Empty Stocking Fund Request for Proposal

Military-Serving Agencies Catering to Teller and El Paso Counties

What started in 1984 by The Gazette as a campaign to provide clothing and toys to families in need during the holiday season has grown into a community fundraiser with a multi-million dollar impact. The Gazette Charities/El Pomar Foundation Empty Stocking Fund provides resources to twenty health and human service agencies in the Pikes Peak region. Every dollar donated to the fund can grow up to 45% percent through matching funds provided by El Pomar Foundation and the Bruni Foundation. All administrative costs are covered by El Pomar Foundation, The Gazette, Gazette Charities, Wells Fargo, Pikes Peak Community Foundation, ADD STAFF and Anschutz Foundation which means 100% of donations go directly to partner agencies.

This Request for Proposal calls for applications from military-serving nonprofits who are willing to contribute as a partner agency to Empty Stocking Fund. By partnering with another agency, we hope to better serve the people of the Pikes Peak Region.

We are looking for 501(c)3 organizations who:

- Serve the military community: active-duty service members, veterans, and their families
- Cater to people living in Teller or El Paso Counties

An agency involved in the campaign must adhere to the following expectations:

- Attend all agency meetings scheduled by the Empty Stocking Fund team
- Turn in final report to El Pomar Foundation on time
- Volunteer for at least five hours at Empty Stocking Fund fundraisers throughout the campaign
- Open and read at least 90% of the weekly update emails sent by ESF team
- Add the Empty Stocking Fund logo to the agency email signature of local leadership
- Place the Empty Stocking Fund logo on the agency website
- Participate in at least one radio interview organized by the Empty Stocking Fund team
- Interact with at least five social media posts made by Empty Stocking Fund during the campaign
- Prominently display Empty Stocking Fund collateral in their building

After the conclusion of the campaign, agencies receive a percentage of the funds raised as determined by the Empty Stocking Fund allocation algorithm.

Interested agencies should include the following documents in their application:

- Letter of Intent
- Audited financials for the past two years
- Summary of impact/annual report
- List of agency board members

Please submit the materials outlined above and address any questions to Deb Mahan, Executive Director of Gazette Charities by March 3, 2020. Her email is deb.mahan@gazettecharities.org