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## DONATION AND SPONSORSHIP REQUEST GUIDELINES

1. The organization, project, or event must provide a significant benefit to Fibre and TLC's membership and/or the communities we serve, including Cowlitz, Wahkiakum, Clark, Skamania, Lewis, Pacific, and Grays Harbor counties in Washington, and Columbia, Clatsop, Tillamook, and Lincoln counties in Oregon.
  - a. Requests can be made for money, services, such as volunteers, or items, such as gift baskets or swag.
2. An organization must be a registered non-profit with tax-exempt status or be considered a government entity, such as a school or city.
  - a. Tax ID information will be required.
3. Requests must align with at least one of our primary areas of focus:
  - a. Youth
  - b. Education
  - c. Health & Well-being
4. Requests must be submitted *at least* 60 days prior to your event start date, funding need, and marketing coordination deadline.
  - a. All requests must be submitted using our online request form, available on our website. This can be found by navigating to Fibre Family > Community > [Community Commitment](#).
  - b. Review and decision—along with any coordination or fulfillment that may follow—can take up to 90 days, depending on the details of the request and resource availability.
5. These requests will NOT be considered:
  - a. Organizations that are political or religious by primary nature
  - b. For-profit organizations
  - c. Donations for individuals or small groups of individuals, including individual youth sports teams, except in rare instances such as personal or family disaster
  - d. Organizations that discriminate against any race, religion, gender, age, creed, sexual orientation, or national origin
6. An organization is allowed one approved request per calendar year. Due to the high volume of submissions that we receive, we will not be able to fulfill each request. Our decisions are final.
7. No organization will be permitted to solicit contributions on Fibre or TLC property.

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Any questions can be directed to [communitydevelopment@fibrecu.com](mailto:communitydevelopment@fibrecu.com). Thank you!