



Community Donation Guidelines

Please read Eastside Food Co-op's donation guidelines before submitting your application.

Eastside Food Co-op reserves a portion of its annual budget to support organizations committed to making our community a better place to live! This support is provided in the form of co-op gift cards, generally in amounts that do not exceed \$50, which can be used to purchase goods from the co-op for event refreshments, door prizes or auction items. Donations such as gift baskets are labor-intensive for our small staff and therefore are not always feasible. We do not give cash donations.

Return completed forms to the Customer Service desk or via email to info@eastsidefood.coop at least 60 days in advance of the requested event date.

1. Applications are reviewed on a first-come, first-serve basis. Early submission of your application is recommended. Donation requests made less than 30 days prior to the event date will not be considered.
2. Local nonprofit organizations are invited to submit donation requests once per year. Please plan appropriately and decide when it is best to request a donation.

Although we would like to support every worthwhile cause, due to the volume of applications, it is not possible to fulfill every request.

Eligible organizations must meet the following criteria for consideration:

1. Priority will be given to projects and organizations that align with the co-op's mission by providing access to healthy food, fostering positive environmental impacts, cultivating a thriving community in our neighborhood, and educating members for a sustainable future.
2. Organizations defined as nonprofit under 501(c)(3) of the Internal Revenue Code.
3. Events, programs and projects that focus on improving a community's quality of life, particularly as it relates to health and food access.

Priority given to organizations located in the 13 Northeast neighborhoods served by Eastside Food Co-op:

| | | | | |
|--------------|---------------|------------------|------------------|-------------|
| Audubon Park | Columbia Park | Marshall Terrace | St. Anthony East | Windom Park |
| Beltrami | Holland | Northeast Park | St. Anthony West | |
| Bottineau | Logan Park | Sheridan | Waite Park | |

Donation requests from the following groups WILL NOT be considered:

1. Political candidates
2. Religious organizations
3. Private clubs funded through membership fees
4. Sporting events or sports teams
5. Individuals or sponsorship of individuals
6. Third party fundraisers

Past support of an organization or event is not a guarantee of future support



Community Donation Request Form

Today's Date: _____ Contact Name: _____

Organization: _____

Address: _____ City, State, Zip: _____

Phone: _____ Email: _____

Website: _____ Non-profit Tax ID # (EIN): _____

What is your organization's mission statement? _____

For what purpose are you seeking a donation? _____

Donation type requested: Gift Card: _____ Sponsorship: _____ Other: _____

For sponsorship requests, please submit a proposal with event flyer and IRS Non-profit Determination Letter

Where is the event? NE Mpls: _____ N Mpls: _____ Other: _____ Expected # of attendees: _____

Event Date: (Requests made less than 30 days prior to event date will not be considered) _____

How will you recognize our donation? (social media, logo on banner, etc.) _____

Date for donation pick up at the co-op: _____

Please return to Eastside Food Co-op via email at info@eastsidefood.coop or fax to 612-781-2324

OFFICE USE ONLY

Donation: _____ Value: _____

Sponsorship: Yes _____ No _____ Annual Event: Yes _____ No _____ Estimated Advertising: _____

Notes: _____ Reconciled: _____