

A core part of Avion Solutions' vision is to improve our community. Funded exclusively by employee contributions, Avion Takes Action offers financial support to non-profit organizations in the communities where we live and work that address *Quality of Life* priorities.



Quality of Life Priorities

- Basic Needs – Food, shelter, jobs, and family support
- Health Care – Access to basic health care and dental care
- Education – Early childhood development, special education programs, college and career-readiness, and mentoring for at-risk segments of the community
- Veterans – Programs aimed at improving quality of life for veterans of the U.S. Armed Forces
- Environment – Sustainable development, reduction of energy consumption, and protection of natural resources

Eligibility

All non-profit organizations are invited to apply; however, funding requests must support one of the Quality of Life priorities defined above.

Eligibility Requirements

- Must be a non-profit organization recognized under section 501(c)(3) of the Internal Revenue Code and contributions shall be deductible by donors under section 170 of the Internal Revenue Code.
- Mission of non-profit organization must support one or more Quality of Life Priorities.
- Must be a community-based organization operating in an area where Avion Solutions employees reside.
- 100% of Avion Takes Action grant monies must be used in area where Avion Solutions employees reside.
- Services rendered by agency must be open to all members of the community regardless of race, religion, political affiliation, ability to pay, or background.

Ineligible Organizations

- Individuals or fraternal organizations
- Private foundations
- Tax-supported institutions
- Social organizations or committees, including fraternities, sororities, or alumni groups
- Athletic teams or booster clubs
- Professional associations
- Scouting associations
- Political organizations or campaigns
- Religious organizations without secular community designation

Grant Applications and the Annual Award Cycle

Non-profit organizations should submit the Avion Takes Action grant application in order to be considered for a grant. Grant applications must support programs related to one or more of the quality of life priorities identified above. Incomplete applications will not be evaluated.

Avion Takes Action will award a minimum of three \$5,000 grants each quarter of the calendar year. We will accept grant applications on a rolling basis throughout the year. Applications received after the deadline will be evaluated in the subsequent quarterly award cycle.

Grant applications will remain active for two quarterly grant cycles – unless otherwise withdrawn by the non-profit organization – which means that if an organization is not successful in receiving an award the first grant cycle, the application will automatically be included for consideration in the next grant cycle. Non-profit organizations are eligible to receive one award from Avion Takes Action once every 12 months.

GRANT CYCLE	Q1	Q2	Q3	Q4
Application Deadline	February 28	May 31	August 31	November 30
Grant Award <i>(award made on or before)</i>	April 15	July 15	October 15	January 15

Applications received after the deadline will be evaluated in the subsequent quarterly award cycle. If you have any questions pertaining to this grant application, please email Ginny Wagner (ginny.wagner@avionsolutions.com).

4. Does your organization charge for services provided?

5. If so, please explain how are fees for services determined?

Project Details:

1. Project Name:

2. Which Quality of Life priorities does your grant address? (select all that apply)

Basic Needs

Health Care

Education

Veterans

Environment

3. What is the total project budget of the project for which you are applying for support?

4. What is the amount of funding you are requesting from Avion Takes Action?

5. Please describe in detail how these funds will be used, including goals and objectives of the project. Please explain what problem you are seeking to solve with this project.

6. Please identify any other organizations/agencies which you will collaborate or cooperate with on this project.

7. Anticipated # of people served through this project:

8. Project Start Date: ONGOING

9. Project End Date: ONGOING

If this project is ongoing, please check "ONGOING" in both the project start and project end date sections.

10. How will you measure the effectiveness of your project?

Please include the following documentation with your grant application:

1. Budget for the project.
2. Audited financial statements, if available, OR Financial Statements for the previous year, including Income Statement and Balance Sheet.
3. Board Approved Budget for the current fiscal year.
4. Annual Report, if available.

Please send completed application and documentation to Ginny Wagner at ginny.wagner@avionsolutions.com.

Avion Takes Action may require supplemental information to support this grant application.