



**WICHITA
FEDERAL**

CREDIT UNION
wichitafcu.com
316.941.0600

Wichita Federal Credit Union's Charitable Giving Guidelines

Wichita Federal Credit Union (WFCU) is committed to actively supporting the communities we serve through financial contributions as well as providing volunteer services from our team members. Due to the number of charitable donation requests we receive, our organization has chosen to give consideration to the following areas:

- **Financial Literacy**
- **Children's Charities**
- **Civic organizations and activities**

Special consideration will be given to proposals that integrate the above issues.

All requests must be submitted in writing, accompanied by a WFCU Charitable Giving Request Form found at wichitafcu.com

Request forms and supporting documentation may also be mailed or e-mailed to:

Wichita Federal Credit Union
Attn: Marketing/Donation Request
9835 E. 21st St. N.
Wichita, Ks. 67206
E-Mail: donations@wichitafcu.com

A minimum of 60 days' notice is required for consideration. WFCU reserves the right to handle each donation request on a case-by-case basis. Many factors are included in the evaluation of these proposals. Incomplete applications and requests with less than proper notification will not be considered. If more information beyond the completed application is needed, a representative of WFCU will contact the organization. WFCU will make every effort to process your request in a timely manner. A decision to deny a request does not imply that the applicant's program is not needed or worthy, but simply that it does not fall within our giving guidelines or priorities, or that funds are not available.

Eligibility Requirements

WFCU will only consider requests from registered 501(c) (3) organizations. Organizations may be asked to show evidence of competent management, low administrative/fundraising expense ratios, and a nondiscriminatory program benefiting broad segments of the community. The majority of charitable activities we support are initiated by WFCU employees and fall within the priority areas listed above.

Our regulatory agency, NCUA, allows federal credit unions to make charitable contributions or donations to two classes of recipients as specified below:

- Recipients not organized for profit that are located in Sedgwick County or conduct activities in Sedgwick County, or
- Recipients that are tax exempt organizations under section 501 (c) (3) of the Internal Revenue Code (see accompanying statute) and operate primarily to promote and develop credit unions.

Generally, donations will not be considered for the following:

- Additional funds to organizations already under a multi-year commitment
- Exclusively tax-supported educational institutions
- Individual needs, including scholarships and beauty contest candidates
- Membership dues
- Operational support for organizations that are associated with the United Way
- Travel funds for tours, expeditions or trips
- Groups and organizations outside the communities we serve



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Donation Request Form

All requests will be evaluated based on the information provided. Incomplete forms will not be considered.

Organization Name: _____

Mailing Address: _____

Contact Name: _____

Phone Number: _____ E-mail: _____

Name of Event: _____ Date of Event: _____

Location of Event: _____ Estimated Attendance: _____

Does your request fit WFCU's donation guidelines? : Yes No

Request: _____

What is the purpose of this event?: _____

How will the in-kind donation or money raised be used?: _____

Date donation is needed: _____

List any marketing opportunities for WFCU (logo on event materials, advertisement, presentation, etc.): _____

Please indicate other methods WFCU can assist your organization: _____

Are you or a member of your organization a member of WFCU Federal Credit Union*? Yes No

If yes, please state name(s): _____

*Membership is not required for consideration nor does membership influence WFCU's decision.