



COLORADO SPRINGS

CHARITABLE ORGANIZATION PRESENTATION FACT SHEET

- Is the organization that you are nominating listed on Guidestar?
- State your name, the name of the organization, the location of the organization.
- Describe the service area of the organization and whom they serve.
- State the organization's mission statement and speak to what they do overall and how their services benefit our community.
- Be prepared to speak to the organization's finances, including the size of their annual operating budget and how much they spend on admin/fundraising.
- Describe specifically how our funds will be used.
- To whom would the checks be made payable to?
- If time remains, share your personal connectin or a story of how the organization helped someone.