

Assistance Proposal Checklist

Please use this Assistance Proposal Checklist to make sure you complete and submit your proposal and all the required documentation. Keep a copy of your submitted materials. Supporting materials sent as part of your Application cannot be returned. Please do not attach any documents that cannot be photocopied.

- Application for GLA ALA Assistance
- Attachments to Application
- IRS 501(c)(3) Ruling confirming organizations' tax exempt status
- Most recent IRS Form 990
- Most recent audited financial statements
- Current year's operating budget
- Current Board of Director's List
- Assistance Proposal Checklist (Include this form as the last page of your package).

Local GLA ALA Chapter Contact is not required. Your Application will receive the same consideration whether or not you have this contact.

GLA ALA Contact Name

Title or Position of Contact

Email Address

Office Telephone Number

Other Contact Number