

Penn Treaty Special Services District  
**SPONSORSHIP REQUEST FORM**

Please complete the information below and submit this Sponsorship Request form to Katrina Mansfield via email: **PTSSD.secretary@gmail.com** or mail to: **Penn Treaty SSD, 702 N. 3rd Street, PMB 38, Phila, PA 19123**

The PTSSD meets on the evening of the third Wednesday of every month, and considers three Sponsorship Requests on a first-come first-served basis. Meetings are held from September to June. (Note: There are no meetings in July or August.)

**Reporting:** Recipients of Sponsorships are required to sign a **Sponsorship Agreement Form** and to complete a **Sponsorship Report**. The Report is due six months after the date of receipt. Both forms are available at [www.pentreatyssid.com](http://www.pentreatyssid.com)

Name of Organization:

Request date:

E.I.N. No:

Please check one:  We are a private organization  We are a registered 501(c)(3) non-profit

**If you are a 501(c)(3) please provide a copy of your Determination Letter from the IRS.**

Complete Address:

Contact Person:

Title:

Telephone No:

Email Address:

Date of Event/Activity:

**Amount Requested: \$**

**Mission of Organization**

**Purpose of Event/Activity** (attach additional pages if necessary):

**How would the funds be spent?** (Please attach budget and two estimates):

**Neighborhoods which the Sponsored award would benefit:**

**Prior Grantee:** Have you previously received a grant from PTSSD?  NO  YES YEAR(s):

**Signature & Date (Required):** \_\_\_\_\_