



Tweeds Holiday Home Tour, Inc. (THHT) is a 501c3 organization. Our mission is to raise funds for the greater Teller County nonprofit organizations that foster art, culture, human services, environmental stewardship and sports and recreation. Revenues are generated by producing an impressive, high-quality Tour event that positively showcases the greater Teller County area and its talents, creativity and community commitment.

2025 Tweeds Holiday Home Tour Grant Application

Important note: Applicants must be a registered 501(c)3 organization benefiting the Teller County community in order to be considered for Tweeds Holiday Home Tour (THHT) grant funding.

Please provide the following information for your organization and submit the requested documentation. Further, complete the Narrative portion of the Funding Application and review and agree to the requirements of participation. Applications that do not include all the necessary information will not be considered.

The dates for the Home Tour are Dec 6-7, 2025.

The deadline for submitting the completed Funding Application and attachments is Monday, March 31, 2025, 11:59 p.m. All application packets should be submitted by email to wphht2019@gmail.com. Confirmation of receipt will be sent.

For any questions or clarifications, please contact Karolyn Smith at (719) 661-7377 or email at wphht2019@gmail.com.

Legal Organization Name: _____ EIN: _____

Primary Contact: _____ Title: _____

Email Address: _____

Mailing Address: _____

Primary Contact number: _____

Website: _____

Check Organization's Focus Area (please check one):

Arts & Culture Human Services Environmental Stewardship Sports & Recreation

Required documents:

1. IRS 501(c)(3) *Determination Letter or Letter of Affirmation* (State incorporation document may NOT be substituted)
2. *Certificate of Registration* from the Colorado Secretary of State's office (www.sos.state.co.us)*
3. List of current *Board Members*, their email, address, phone number and county of residency in an excel file format.
4. Completed 2024 *Financial Reports* and a projected 2025 board approved detailed *Budget*.

* Certain types of entities are exempted from the registration requirement such as charitable organizations that do not intend to and do not actually raise or receive gross revenue over \$25,000 during a fiscal year (not including grants), or charitable organizations that do not receive contributions from more than ten persons during a fiscal year. Refer to the Secretary of State's website for more detail.

Answer the following: (maximum of 2 pages)

1. What is your mission statement?
2. Briefly detail your organization's history.
3. An estimated Grant from THHT is \$5,000. Please describe the project/program that might be funded by proceeds from the THHT; ensure that the project's description includes how it supports your mission statement and benefits the community.
4. Do you have any additional annual or on-going fund-raising activities?
5. Please indicate what forms of social media sources your organization currently utilizes for community communications.

Complete and return the attached Acknowledgement of Beneficiary Commitment form.

Acknowledgement of Beneficiary Commitment

The Tweeds Holiday Home Tour (THHT) is designed to not only raise funds for Greater Teller County non-profits but also increase the community's awareness of each of our designated beneficiaries. In return, the Board of Directors is requesting that each selected beneficiary commit to providing volunteers to support the THHT in the following ways:

- Select a representative to attend each of the scheduled 2025 Steering Committee and General meetings beginning in May.
- Appoint a representative to work with our Publicity Coordinator for social media emphasis.
- Provide your non-profit logo for use on the THHT website and in support of all marketing efforts.
- Encourage Board members & your supporters to participate in the Tweeds Holiday Home Tour Sponsorship opportunities (Business Bells, Santa's Helpers and Snowflakes -exclusive for the beneficiaries only)
- Provide a minimum of 10 hours assisting with Pre-event activities. Volunteer opportunities include:
 - Place Marquee information on both Oct 6 and Nov 10.
 - Provide staffing for Old Fashioned July 4th; Bronc Days on July 26; Farmers Market August 29; Holiday Market November 22.
 - Assist with Publicity by distributing marketing materials (delivering posters, fliers, etc. to local businesses & sponsors)
 - Assist with additional events as needed.
- Participate as follows on the THHT Weekend event:
 - Provide ten (10) volunteer hours on each day (Saturday and Sunday). Names and contact information for hosts are needed by October 10 to facilitate assignments.
 - Provide six (6) dozen homemade cookies for refreshments at the Hospitality Suites. Names and contact information are needed by November 1. The cookies are delivered the week of the Tour to Woodland Professional Building.

As a selected Beneficiary, we agree to the above commitments to help ensure the success of Tweeds Holiday Home Tour. Meeting all obligations above will ensure future grant consideration.

Organization Name: _____

Submitted by: _____

Position within the Organization: _____

Date: _____