

WE ARE HERE  
to help you  
impact the lives  
of others.

### THE TWIN CITIES ALLEGRA LOCATIONS

**ARDEN HILLS** - 1207 West County Road E • Arden Hills, MN 55112  
651.484.5000 • Fax: 651.484.5002  
Email: sales@goallegra.com • www.GoAllegra.com

**BLAINE** - 8575 Hwy. 65 NE • Blaine, MN 55434  
763.780.0792 • Fax: 763.780.8382  
Email: allegra@printmn.com • www.printmn.com

**BROOKLYN PARK** - 8455 Xerxes Avenue N • Brooklyn Park, MN 55444  
763.494.0581 • Fax: 763.493.6944  
Email: jerry.low@allegrabrooklynpark.com • www.allegrabrooklynpark.com

**BURNSVILLE** - 1800 Cliff Road East, Suite 16 • Burnsville, MN 55337  
952.890.6457 • Fax: 952.890.3606  
Email: info@allegramn.com • www.allegramn.com

**EDINA** - 4444 West 76th Street • Edina, MN 55435  
952.835.2720 • Fax: 952.835.3275  
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**MINNEAPOLIS** - 618 2nd Ave. S., Suite B50 • Minneapolis, MN 55402  
612.332.8669 • Fax: 612.332.9666  
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**PLYMOUTH** - 2340 Niagara Lane N. • Plymouth, MN 55447  
763.557.5706 • Fax: 763.557.5759  
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**ST. PAUL** - 56 East 6th Street, Suite 203 • Skyway Level • St. Paul, MN 55101  
651.222.8004 • Fax: 651.222.7969  
Email: sales@allegrastp.com • www.allegrastp.com

**ST. PAUL** - 2512 University Ave. • St. Paul, MN 55114  
651.645.1224 • Fax: 651.645.4011  
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GRANTS OF UP TO \$1000 AVAILABLE TO YOUR ORGANIZATION



YOU MAKE YOUR  
mark on the community  
everyday.

We want to  
**HELP.**





WE WANT to help you  
enhance  
YOUR IMAGE  
and meet your goals.

## PURPOSE

The FootPRINTFund® awards marketing, design, print and mailing services from local Allegra locations to select non-profit organizations to help enhance their image, expand their services and extend their marketing budgets.

## APPLICATION GUIDELINES

**Who is Eligible?** The FootPRINTFund® is available to any nonprofit group, association or charitable organization in the Twin Cities and surrounding suburbs that meets the FootPRINTFund® selection criteria.

**How do we apply?** Fill out the paper application that is part of this brochure. Submit your completed application to Allegra via email or regular mail. Cover letters are not required, but if more space is needed for descriptions, please attach an additional sheet.

### THE APPLICATION DEADLINE IS JANUARY 31, 2011

Applicants receiving an award will be notified by February 28, 2011.

## SELECTION CRITERIA

**Applications are reviewed** by a panel of representatives from local Allegra locations. The panel responds in writing to all applications that are submitted in accordance with the application deadline. Organizations should not assume an award has been given until such notification. Any eligible organization or association may apply and need not be a customer of Allegra. **Award recipients are selected** based upon how the print services will be used to further the organization's goals, including:

### SERVICE EXPANSION –

Use of print services to contribute to expanding an organization's awareness or existing service projects.

### PROGRAM

#### ENHANCEMENTS –

Use of print services to promote new programs or projects.

#### LEVERAGED EFFORTS –

Use of print services to increase the impact of other existing resources.

## THE VALUE OF YOUR FootPRINTFund GRANT

At Allegra we understand that how you present your company has a direct effect on the amount of support you can generate. Successful marketing strategies and materials are paramount to presenting yourself effectively. Through the FootPRINTFund®, we want to help you enhance your image and meet your goals. At Allegra, you'll find that we offer a unique array of services all under one roof, including:

- Graphic Design and Prepress
- Full Color Offset Printing
- Wide Format Signs
- Variable Data Marketing
- Digital Color Printing
- Finishing Services
- Digital Black & White Printing
- Mailing Services
- Promotional Products

GRANTS OF UP TO IN SERVICES AVAILABLE \$1000

**What is the value of services awarded?** Services are awarded with a maximum value of \$1,000 per organization for the award year. Applicants may receive services in the value of the amount requested or in a lower or higher amount. Services include marketing planning, graphic design, printing, copying, bindery or automated mailing. Applicants are encouraged to reapply in the following year. Local Allegra locations annually award grants totalling \$60,000. All awarded services must be used before December 31, 2011. Awards may only be used for projects originating during these dates and not to offset any existing balances due to Allegra.

**FOR MORE INFORMATION**  
Please contact your nearest Allegra.

## FootPRINTFund APPLICATION

Go online (addresses on back panel) to download your application or fill out this form and submit all necessary documents by mail.

Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Primary contact \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Years organization has been in existence \_\_\_\_\_

Primary purpose of organization \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Please include a copy of your most recent brochure or other descriptive information, as well as documentation of nonprofit status.*

Value of services requested (\$1000 maximum) \_\_\_\_\_

How would awarded services benefit your organization/association? Use additional sheet if needed.

Create a new print communications piece. Briefly describe purpose. (i.e.; enhance image, describe particular program, etc.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Support existing, but underfunded project. Briefly describe. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What amount of your annual budget is used for marketing? \$ \_\_\_\_\_ and \_\_\_\_\_ %

What are your organization's major funding sources?

Source	%	Source	%
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

*Certification: I certify that the information contained in this application is true and correct to the best of my knowledge, and that I have the authority to request funds for the organization named above.*

Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title/position within organization \_\_\_\_\_

*\*Only one application will be accepted per organization.*

Completed applications and any other required documentation can be mailed to Allegra.