



# EDMOND NORTH HIGH SCHOOL BALTO WEEK

**2023 Application for Consideration**

**DEADLINE: August 19<sup>th</sup>, 2022**

To be considered as a possible recipient of Edmond North High School's B.A.L.T.O Week contributions, please:

- 1) Complete application in its entirety; applicants may add additional sheets or retype application as needed. Must be postmarked by 8/19/22
- 2) Submit written proof of your organization's 501(c)3 nonprofit status
- 3) Return application and proof of nonprofit status to:

**Edmond North High School  
Attn: Brian Hunter, BALTO Week Sponsor  
215 W. Danforth Rd.  
Edmond, OK 73003**

**Full Name of Organization:** \_\_\_\_\_

**Address (No PO Boxes please)** \_\_\_\_\_

\_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone(s):** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Website:** \_\_\_\_\_

**Organization purpose or mission statement:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

In what year was your organization founded? \_\_\_\_\_

Approximately how many Oklahomans does your organization help each year? \_\_\_\_\_

Is your organization faith-based? NO / YES Explain: \_\_\_\_\_

Note: The Edmond Public School District does not discriminate on the basis of race, color, national origin, gender, age, disability in admission to its programs, services or activities, in access to them, in treatment of individuals, or in any aspect of their operations. The Edmond Public School District also does not discriminate in its hiring or employment practices. BALTO Week does not traditionally accept faith-based recipients as we are a public school.

Current Annual Budget: \$ \_\_\_\_\_

What percentage of your annual budget is allocated to:

Research/Education: \_\_\_\_\_

Salaries/Admin: \_\_\_\_\_

Advertising/Marketing: \_\_\_\_\_

Operations/Events: \_\_\_\_\_

Other: (Specify) \_\_\_\_\_

**Has your organization previously received a donation from any of the following?**

Edmond North's BALTO Week: NO / YES, Year: \_\_\_\_\_

Edmond Memorial's SWINE Week: NO / YES, Year: \_\_\_\_\_

Edmond Santa Fe's DWDW Week: NO / YES, Year: \_\_\_\_\_

Deer Creek's WWF Week NO / YES, Year: \_\_\_\_\_

Are you directly affiliated with a national charity? NO / YES

If yes, which organization? \_\_\_\_\_

If chosen as the BALTO Week recipient, for what will the donated funds be used? (Please be specific)

\_\_\_\_\_

\_\_\_\_\_

If chosen, how will you positively impact the lives of Oklahomans with these funds?

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The students involved with BALTO Week like to interact with the recipient. If chosen, how can your organization involve the students of Edmond North before, during or after BALTO Week?

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*Throughout June—August of the summer preceding BALTO Week, the student chairmen will conduct interviews and complete research on all qualified organizations. Please note that all valid applications received by the deadline will be accepted, but not every organization may receive an interview.*

*Once the application deadline has passed, the BALTO student chairmen and sponsor will select no more than three charities as finalists to make a presentation to Edmond North's Student Council Leadership class. If selected as a finalist, your organization will be notified no later than September 23<sup>rd</sup>, and you will need to schedule a presentation time with the BALTO student chairmen. All presentations will occur at Edmond North High School from 2:00-3:00 pm on the agreed upon day. Each finalist organization can bring up to 5 presenters, and each is encouraged to bring visuals, handouts, supplementary information, etc. to help us learn more about you. (Please do not bring food or drinks.)*

*The BALTO Week recipient will be chosen by the BALTO selection committee (which includes the student chairmen, the student council sponsor, and the principal) after all presentations are complete. The selected organization will be notified no later than October 7<sup>th</sup>. At that time, additional meetings will be scheduled. The selected organization must be willing to receive considerable media attention and provide press quotes, interviews, logos, photos, videos, as well as personal stories from staff, volunteers and clients. The organization must also provide a presence or representative at all BALTO Week events, make speeches at assemblies, and assist with promotion when possible. BALTO Week will be held February 13<sup>th</sup>—17<sup>th</sup>, 2023.*

*I, the undersigned, have read and understand the above information and agree to the terms. I understand BALTO Week is a student-run event and that the organization I represent will be consulted on some, but not all, fundraising event strategies and logistics.*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**APPLICATION IS DUE BY  
AUGUST 19<sup>th</sup>, 2022**

# BALTO 2023 Recipient Agreement

## Overview

BALTO Week is an annual community service event hosted by Student Council and the student body of Edmond North High School. The students, faculty and staff of Edmond North, along with the Edmond and Oklahoma City communities, will raise money for a chosen recipient. The organization chosen by the BALTO Week will work with the student chairs and the BALTO Week advisor to choose where and how the money raised will be used.

## Organization Information

Organization Name: \_\_\_\_\_

Organization Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Organization Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Expectations and Monetary Agreement

(1) By partnering with Edmond North High School in our fundraising efforts you are also agreeing to provide a liaison for Student Council to work closely with in regards to event planning and networking, and your organization agrees to not hold fundraising events during BALTO Week time.

(2) Your organization must be willing to receive considerable media attention and provide press quotes and releases, interviews, logos, photos, videos, as well as personal stories from staff, volunteers and clients. You must also provide a presence or representative at all BALTO Week events, make speeches at assemblies, and assist with promotion of all events.

(3) You must be willing to contact supporters and financial backers to help raise money with BALTO Week. BALTO Week will be held **February 13--17, 2023**.

(4) Your organization must be willing to submit a full accounting of donated funds at agreed upon, regular intervals until said funds have been depleted. Access to financial records related to donated funds must be provided to EPS district personnel upon request. Our donors like to hear how their donations are being applied, and our organizers like to continue the relationship with the philanthropy after BALTO week. Progress reports of project completion and/or program growth will also be required.

**Note:** Every year Edmond North High School joins with the other Edmond High Schools and picks a Common Thread Recipient. The Common Thread is an Oklahoma-based non-profit organization that receives **5%** of the funds raised from each school. The total that is announced at the final assembly during BALTO Week includes expenditures and the 5% that is going to the Common Thread. We will then write the BALTO Week Recipient a check for the amount of money less expenditures and the 5% donated to the Common Thread. In the case of matching funds, the Common Thread recipient only receives 5% of the original amount raised—not 5% of the total (original + matching funds). *Expenditures include event expenses, public relations, and materials for mail outs and printing.*

**By signing below, you indicate that you understand and agree to the fundraising process described above.**

Recipient Representative: \_\_\_\_\_ Date: \_\_\_\_\_

BALTO Week Chair \_\_\_\_\_ Date: \_\_\_\_\_

BALTO Week Chair \_\_\_\_\_ Date: \_\_\_\_\_

BALTO Week Advisor \_\_\_\_\_ Date: \_\_\_\_\_

ENHS Principal \_\_\_\_\_ Date: \_\_\_\_\_