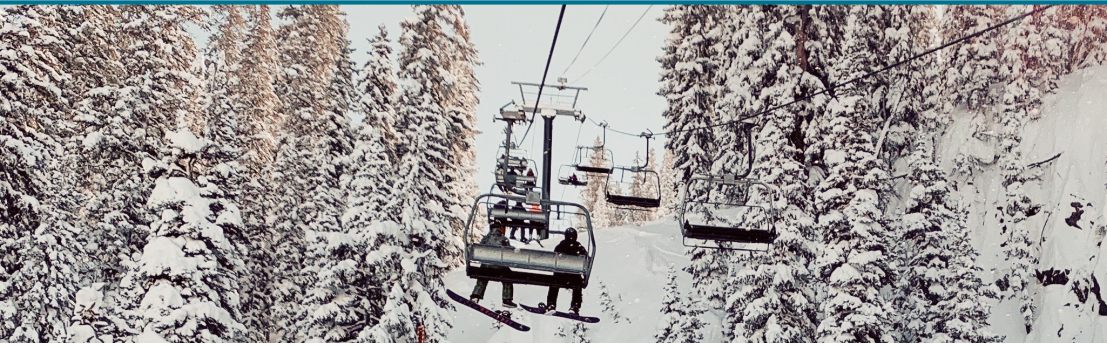# AWARDEE PRESS KIT

Congratulations on receiving funding from the Community Foundation of Utah!

The following guidelines are intended to help you publicize your organization or program. If you have any questions, email info@utahcf.org.

What You Can Do

A grant from the Community Foundation of Utah is a partnership, and behind every grant and loan is the story of the good work being done to make our communities stronger. It is also an occasion for CFU to acknowledge our donors and let them know how their gifts are being used to improve the quality of life for everyone in Utah.

The Community Foundation of Utah publicizes awards through our communication channels (newsletters, social media, news page, and impact story page). Please share your success stories and photos with us so we can promote the partnerships that strengthen our communities.

Logo use

We encourage you to use our logo where suitable. Please contact us if you need a different format of our logo than what is listed online (www.utahcf.org/presskit). Here are some guidelines for using our logo online or in printed materials:

If the logo is to be placed on a colored or photographic background, a transparent background on the logo is required. Use the PNG file online. Please do not place the logo in a white box on a non-white background. Only scale the logo proportionately. Do not skew or distort the logo's aspect ratio (altering the height or the width independent of the other).

Please visit www.utahcf.org/presskit to download our logos.

Keep In Touch

We love it when grant recipients share pictures of programs or events, success stories, notes of thanks to the Community Foundation of Utah's donors, or any other newsworthy items!

Please email any of these items to info@utahcf.org.

COMMUNITY FOUNDATION OF UTAH

You Can Publicize Your Award in Multiple Ways

Tell Your Community

Share information about your award through your newsletters, annual reports, lists of supporters, and social media. When announcing the award on social media, link to us on Facebook, LinkedIn, and Twitter so we can share.

Your Website

Post about your award and create a link to the Community Foundation of Utah's site, www.utahcf.org. You can also include the Community Foundation of Utah's logo where appropriate. See logo use details below.

Contact Local Media

Using the press release template on our website (www.utahcf.org/presskit), contact local news organizations to let them know about your project and your award, and post it on your website. We would be happy to provide a quote for your press release that is specific to your organization. Please share the news with us too! Send your press releases to info@utahcf.org.

How To Acknowledge an Award from the Community Foundation of Utah

Use this language to acknowledge your award from the Community Foundation of Utah:

> *This project was funded (or funded in part) by the Community Foundation of Utah at the recommendation of the [Donor Advised Fund name; an anonymous fund].*

<div align="center">OR</div>

> *This project was funded (or funded in part) by the [Field of Interest Fund, Fiscal Sponsorship Fund, or Progam Name] at the Community Foundation of Utah.*

NOTE: Please spell out "Utah" rather than abbreviating. If you have any questions on the proper acknowledgment language, please don't hesitate to contact us.

CONGRATULATIONS ON RECEIVING FUNDING
any other questions? Email us at info@utchcf.org
call us at 801-559-3005 | visit our website utahcf.org