



## Application for Pro Bono Work

**LovelyPixels strives to better its community through volunteer and pro-bono work. Throughout the year, we will select one large pro-bono application, and several smaller applications for completion.**

Name of Non-Profit:  
Your Name and Position:  
Sector/Subject of Non-Profit Work:  
Website Address (if existing):  
Date Non-Profit was Established:

Note: The more thorough your application is, the better chance your organization has on being selected! If any of the five requested documents are missing, we have to discard your application.

To apply, send a .zip file containing the following five documents (using the titles listed) to [probono@lovelypixels.com](mailto:probono@lovelypixels.com). Please be sure to make the subject of your email "Pro Bono Application – Your Organization's Name"

**Before taking the time to compile all of the requested materials together for submission, please download our Pro Bono Agreement and review it thoroughly to make sure that you are okay with all of our guidelines.**

Please be sure to include the following in documents with your application: Documents should be sent via email as either PDFs or .txt files.

Application Cover Page

What Our Non-Profit Does

Why We Deserve Pro Bono Design Services

The Services We Will Need: Detailed description of service(s) you are looking to have completed.

Draft Materials: Any and all images and text that you have and would like to use for your project need to be submitted along with a detailed description of your design needs. Please include 3 to 5 other design references (in the forms of web links or attached images) that ideally look and feel the way you want your finished product to look like. Example: If you are needing a poster designed for an upcoming event, please browse other successful examples of event posters online, and send link of those works to us. This will help us grasp the design style you are looking to mimic.

After your packet has been submitted for review, we will contact you with more project specific questions to give our designers a better idea of what you are wanting to achieve.

We need all of this information so that we can make a cost estimate. The estimated cost of your project does not affect your eligibility. However, if your proposed project will cost more than \$1000, you or your sponsors will need to raise the difference or let us come up with some other more cost effective options for your organization. If you are selected, we will expect you to comply with deadlines as required. It will be important for you to provide us with the necessary content so that we can complete your project in a timely manner.

All Pro Bono work **ONLY** covers the cost of the design(s). If you are requesting a print job (business card, poster, brochure, etc...), the design will be formatted and print ready to be sent to the printer of your choice. If you need help finding a print shop that will comply with your budget, just let us know and we can attempt to make some contacts.

If you have any questions about the application process or requested information needed, please feel free to email [probono@lovelypixels.com](mailto:probono@lovelypixels.com) with INFO in the subject line.