

Application for Web Development Donation

Details

This program has been designed by Allegheny Graphics Web Development, LLC (AG) to help small or startup nonprofit and not-for-profit organizations achieve a professional online presence. Your organization could be eligible to receive up to 100% web development donation.

This program is ideal for organizations:

- on a shoestring budget
- seeking a website with basic functionality (20 hour web development limit)
- that do not have a deadline for launching the new website
- with existing branding guidelines (logo, color scheme, etc.)

If your nonprofit or not-for-profit organization does not fit these guidelines, please [contact AG today](#) for other incentives. Your project may qualify for a \$2000.00 rebate.

Eligibility

This program is possible due to a set of conditions that encourage efficiency and organization. Furthermore, because every website is the result of a cooperative effort, AG will also consider your organization's dedication to the project. AG may choose to award anywhere from 0% to 100% (up to 20 hours) of web development pending your dedication and adherence to the following conditions:

Conditions

- project must be hosted with AG
- development hours over the allotted 20 hours are subject to AG's then current development fees
- project may be developed by employees in training
- all consultation will take place via telephone or email
- all photographs and images must be provided in an electronic format (email attachment or CD)
- all text must be provided in a "copy and pasteable" format (email attachment or CD)
- offer void if website content cannot be provided in a single email or a single CD
- if your application is declined, there will be 3-month wait between each reapplication
- not valid without a 24-month Customer Agreement
- not valid with any other offer
- not redeemable for cash
- limited time offer

Your submitted application for this program constitutes your understanding and acceptance of the conditions herein.

How to Apply

- 1.) Fax your General Information Form (page 2), Website Layout Form (page 3), Project Initiation Agreement (page 4), and WMP Selection Form (available at <http://alleghenygraphics.com/docs/pickWMP.pdf>)
- 2.) Email or mail your website's content

Fax: 1-888-817-3710

Email: npdonations@alleghenygraphics.com

Mail: Allegheny Graphics Web Development, LLC
217 Arthur St.
Kittanning, PA 16201

Please allow up to 2 weeks for processing.

General Information

Organization Name: _____ Year Founded: _____

Application Date: _____ Affiliate organization: *(if applicable)* _____

Address: _____

City: _____ State: _____ Zip: _____ County: _____

Phone: (____) _____ Fax: (____) _____

Website *(if applicable)*: _____

Executive Director: _____ Email address: _____

Contact Person *(if other than the executive director)*: _____

Contact Person's Title: _____ Email address: _____

Tax ID: _____

Website Layout

This form is intended to allow you to specify which features you wish to have incorporated into your website. Please prioritize these features, listing the most valuable features first.

Note: The foundation of each website takes approximately 17.5 hours to build. This time includes Consultation, Web Identity Development, Identity Implementation, Data Population/Digital Typography, and a Basic Contact Form. In order to qualify for 100% web development donation, completion time for the sections below may not exceed 2.5 hours. Should your application be approved, AG will inform you of how long each section will take to build, and give you the opportunity, if necessary, to remove features so that the project will best fit your budgetary needs.

Section 1

Section Name: _____

Description and Purpose:

Will all content for this section be provided by your organization? Yes OR No

Will all images for this section be provided by your organization? Yes OR No

Section 2

Section Name: _____

Description and Purpose:

Will all content for this section be provided by your organization? Yes OR No

Will all images for this section be provided by your organization? Yes OR No

Section 3

Section Name: _____

Description and Purpose:

Will all content for this section be provided by your organization? Yes OR No

Will all images for this section be provided by your organization? Yes OR No

Section 4

Section Name: _____

Description and Purpose:

Will all content for this section be provided by your organization? Yes OR No

Will all images for this section be provided by your organization? Yes OR No

Allegheny Graphics Web Development, LLC
Project Initiation Agreement

1. Allegheny Graphics Web Development, LLC will not release any produced materials to any 3rd-party until the exact production price has been paid in its entirety.
2. A late fee of no less than 5% of the amount past due will be applied to accounts that have not paid the total balance due in full by the due date.
3. Upon selection of a Website Management Plan, you will be subject to Allegheny Graphics Web Development, LLC 's Customer Agreement and Usage Policy.
4. Allegheny Graphics Web Development, LLC will have exclusive control over its own servers and no access will be granted to any third party for any reason at any time.
5. Hosting on a non-Allegheny Graphics Web Development, LLC server will introduce additional fees and may limit features.
6. Allegheny Graphics Web Development, LLC cannot and will not address the continuation or cancellation of any 3rd-party service. This includes, but is not limited to, a 3rd-party service associated with web hosting or domain registration.
7. To reduce paperwork and thereby, speed development, Allegheny Graphics Web Development, LLC will only issue add-on proposals for products and services *outside the scope of this proposal* at the client's request or if the sum of all additions exceeds 25% of the cost of initial development as outlined herein. In either case, Allegheny Graphics Web Development, LLC will not begin work on the additional requests until the client authorizes the add-on proposal(s).
8. Should the project be delayed for more than 3 months by fault of the client for reasons including, but not limited to, failure of the client to provide feedback or informative content in a timely manner, the project will be closed prematurely, and the client shall be obligated to pay for all elements of the project, whether complete or incomplete. Any continuance of the project thereafter shall be billable at Allegheny Graphics Web Development, LLC's then current rates, and all promotional offers shall be forfeited.
9. Should the project be closed prematurely, or be abandoned by the client, for any reason, the client shall be obligated to pay for all elements of the project, whether complete or incomplete, and the project will be archived for 6 months. There will be a fee equal to 10% of the total estimated project costs to un-archive the project or rejoin the project queue. If produced materials have not been un-archived before the 6-month archive period is over, all produced materials will be destroyed at the expense of the client, and the client shall be entitled to no refund or compensation of any kind.

I have read, understood, and agreed to the terms and conditions herein.

X _____ Date: _____
(signature)

_____ (printed name) _____ (organization name)

FAX TO: 1-888-817-3710

BELOW COMPLETED BY AG REPRESENTATIVE

Total Estimated Production Price: _____
Deposit Paid: _____

X _____ (signature) _____ (printed name)