

BRENTWOOD'S CHRISTMAS TREE LIMO FUND GRANT

If you are a Brentwood community organization or service and need short funds for a specific project, you can apply for the Brentwood Tree Limo Fund and use this money to enhance your organization and our town. See details below.

The deadline for mailing this application is March 1st (postmark date).

Purpose: *To support the Brentwood, NH community by granting our annual fund (under \$1000.00) towards community-enhancing organizations or initiatives.*

Application Process and Time-Table:

Step One:	Applications Submitted by March 1
Step Two:	Application reviews
Step Three:	Final Decisions emailed/mailed by June 1

Eligibility and Selection Criteria:

If you are any Brentwood-based service, organization or club branch, you are eligible, with the exclusion of organizations that are themselves fundraising entities (i.e.: Swasey School PFG; Friends of Mary E. Bartlett Library). Persons/families associated with the operation of the Christmas Tree Limo Service are excluded from applying. Organizations associated with the operations of the town are restricted to applications for non-budgetary or specialized projects. *Brentwood Tree Limo Fund Grant* recipients are ineligible for the two consecutive years following their grant awards.

We will be voting on the most appropriate application based on the following criteria:

1. Targeted use of funds exclusively for Brentwood community or organization
2. Imminent need (within one year)
3. Financial hardship
4. Restricted resources

Your Project proposal should make a clear case for why the financing requested is so important. We need you to tell us why your specific project is so critical to the ultimate success of your organization's objectives. What are the outcomes you seek to achieve and how might our funding help you get closer to those outcomes?

Return two copies of the application below **By MAIL** on or before March 1st to:

Elyse Seeley, Tree Limo Grant, 49 Stevens Drive Brentwood NH 03833

Please attach at least 1 **letter of support** from a partnering agency or individual and / or a reference.

Organization Name:
Address:
Contact Person (Name):
E-Mail Address:
Telephone: **Fax:**
Type of Organization: **Non-Profit Private** **Non-Profit Public** **Other**
If applicable, please include your agency's 501c3 #

Sources of Income/Revenue for Operating your Organization:

Comments:

1. Background Context. Briefly describe:

Your organization's mission / population served / the kinds of activities and programs run.

2. Project Proposal, Plan, Budget:

- a) What is the plan and proposal for this Grant Fund money? Please be specific. What community needs will be met? Describe how the project or program will be transformational to Brentwood, whether physically to the town itself or socially for the project participants. How does this project build upon your organization's previous efforts? What do you expect to be the results?

- b) **Include a specific cost and budget for completing the project, including other funding (if applicable) which you have available and will access for this project.**

My signature below indicates that I represent the above organization, and if awarded this grant money will use it to finance the project described herein within one year. I agree to publish a full descriptive accounting of this project and budget in the Brentwood Newsletter at the end of the award year (if possible, in the December issue). Variance from this agreement will constitute a breach of contract and will require restitution of the full award to the *Brentwood Tree Limo Fund*.

Signature:

Date:

Print Name and Title:

Organization: