



**Trustees of the New Castle Common  
201 Delaware Street  
New Castle, DE 19720  
302.322.2809**

**Request for Funding for Fiscal Year 2018**  
**(April 1, 2017 – March 31, 2018)**

**IMPORTANT NOTE:**

**This form must be received in one of the following formats by December 31, 2016:**

**By mail:** Trustees of the New Castle Common  
201 Delaware St.  
P.O. Box 453  
New Castle, DE 19720-0453

**By email:** [trusteesncc@comcast.net](mailto:trusteesncc@comcast.net)

**By fax:** (302) 322-0301

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**Please Print**

**Applicant Organization Information:**

**Organization:**

**Contact Person:**

**Address:**

**Telephone #:**

**Email:**

**Amount Requested and Timeline for Use of Funds:** (Note that invoices, receipts, etc. are required before disbursement of any funds – please plan accordingly)

**The trust will not approve a grant request used to support that organization's philanthropic activities. If you believe that an organization deserves funding then please ask that organization to complete one of our grant request forms. Please expand areas below for each question's response, as needed. The following information must be detailed and specific to the amount being requested. Note that the Trustees receive requests for more funds than are available. We need your input to help us in prioritization.**

1. A. Explain why you need these funds and what you will accomplish with them. (Please attach any supporting documentation you deem appropriate.)

B. The Trustees' mission is to manage its resources "for the benefit of the citizens of New Castle." We define this as the residents of the incorporated area of the City. Please explain how these funds will be used to benefit this defined group..

2. Why is it important that you receive funding from the Trustees' for this fiscal year? Is it possible you may receive funding, or matching funds, for this request from other sources?

3. Did you receive funding from the Trustees last year?

4. Please prioritize your projects or needs, and provide details if necessary.

5. If you receive a smaller amount than you are requesting, which of the projects or needs would not be possible or would require funding from another source?

**Additional Comments:**

**PLEASE NOTE: Information on grants that are awarded is available any time after April 1, 2017.**

**Upon review of your request, you may be contacted to provide additional information, documentation and/ or a brief presentation to give further details pertaining to your request.**

Person submitting this request:

**Name/Title:** \_\_\_\_\_

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**Signature**

**Date**

**Phone:**

**Email:**