

Town of Webb Fund
The Community Foundation of Herkimer & Oneida Counties, Inc.
1222 State Street ♦ Utica, New York 13502
Telephone: (315) 735-8212 ♦ Fax: (315)735-9363
Website: www.foundationhoc.org
E-Mail: info@foundationhoc.org

Grant Request Cover Sheet
Application Due (postmarked): April 21, 2010

Date of Proposal: _____

Name of Organization: _____

Address: _____

City & State: _____ Zip Code: _____

Contact Person & Title: _____

Email Address: _____

Telephone: _____ Fax: _____

Is your organization classified as a 501 c (3) organization by the Internal Revenue Service? _____
(If no, please call The Community Foundation prior to submitting a request.)

Is this request for: Annual operating support or unrestricted use A specific project or program

Project Name (if applicable): _____

Amount Requested (Please note that grants will generally range from \$500 to \$5,000): _____

Please attach a written, one-page proposal including:

- The description and purpose of your organization
- The description of the project or need, and how a Town of Webb Fund grant would be used
- A brief project budget (if applicable), or please attach your organization's annual budget
- If you received a grant from the Town of Webb Fund in the past, please include one-two paragraphs describing how the previous grant(s) was used to support your work. The response to this question can be on an additional page.

For questions or assistance contact Lara Sepanski, program associate, at (315) 735-8212 or lsepanski@foundationhoc.org

Please submit one copy of all information to:
Program Department – Town of Webb Fund
The Community Foundation of Herkimer & Oneida Counties, Inc.
1222 State Street
Utica, NY 13502

