

# APPLICANT INFORMATION

**1. Applicant name (and Title if applicable)**

**2. Organization**

**3. Contact information:**

- Address
- Phone #
- Email

**4. Project Title**

**5. Contact person**

**Brief description of your idea and purpose:**

## Timeframe

Provide detailed information on the expected timetable for the project. Break the project into phases, and provide a schedule for each phase.

	Description of Work	Start and End Dates
Starting project		
Project in motion		
Ending project		

## Budget

Will these funds cover your entire project? Yes \_\_\_\_\_ No \_\_\_\_\_

If no, please describe where else you will be receiving funding.

State the proposed costs and budget of the project. Also include information on how you intend to manage the budget.

Project stages (for example:beginning, middle,ending)	Description of Project Expense (example: 5 shovels at \$5 each)	Estimated Cost (example: \$25)
	<b>Total*</b>	

\*use back of application if necessary

Additional comments regarding your plan, timing, and/or budget:

**All applications must be received by 8 PM, Friday, May 14, at the Newfield Public Library**

Name \_\_\_\_\_  
(Please Print)

Signature \_\_\_\_\_

Date \_\_\_\_\_

## **Newfield Community Council Micro grants Final Report**

Name of Organization \_\_\_\_\_

Project description

Project Outcome (How did it go? Any data would be appreciated, too.)

Funds used and what used for:

Additional comments:

Person submitting report (please print)

Signature

Date

Please return to the Newfield Public Library or by email to: [newfieldcommunitycouncil@gmail.com](mailto:newfieldcommunitycouncil@gmail.com)

