



2009 CELEBRATE WOODRIDGE: GRANT APPLICATION

Building on Our Dream

Organization Name _____

Contact _____ Address _____

Phone Number _____ Email _____

Brief description of the Organization's mission / purpose:

Event / Project Name _____ New ___ Existing ___

Event / Project Date(s) _____ Rain Date _____

Event / Project Description & Location:

Describe how grant funds will be used so the event / project will be enhanced to reflect the Anniversary celebration year and attach an itemized budget:

Amount requested _____ Date Submitted _____

Signature _____

Additional information / attachments / pages may be included, as necessary.

All applications must be submitted to Woodridge Village Hall, Attn: Grant Committee,
5 Plaza Drive, Woodridge, IL 60517 no later than October 31, 2008
Funding decisions will be determined by November 30, 2008



CELEBRATE WOODRIDGE 2009 COMMUNITY GRANT

Grant Funding Guidelines

- Events must be community-oriented.
- Events must occur in 2009.
- Preference will be given to events located within Woodridge boundaries.
- Special consideration will be given for earlier approval of events scheduled early in 2009.
- Separate applications must be filed for each project or event that is to be considered.
- Grant funds may only be requested for expenses above and beyond the normal budget of any pre-existing activity. New events celebrating the anniversaries will be eligible for funding. Grant funds will not be approved for Memorial Day parade related costs.
- Grant funds will be expended solely for the project or event for which they are approved.
- Applicant must apply for all required permits related to a project or event.
- In the event a funded project or event is cancelled by the applicant, all rights to unallocated grant funds will be relinquished.
- Any remaining grant funds available after the December 1, 2008 awards, will be made available for additional requests at any time, until depleted.
- Funded events must include 40th/50th Anniversary references in marketing or event signage. Anniversary signage will be available and provided by Village / Park District staff for event day.
- Funds will be distributed on a reimbursement basis or paid directly to a vendor, unless prior approval is given from the grant committee, based on the organization's inability to fund expenses.
- All requests for reimbursement should be made within 45 days of the event.
- All payments will be made within 30 days of approved reimbursement requests.
- All funding decisions of the committee will be final.
- Application questions should be directed to Peggy Halik, Asst. Village Administrator, at Woodridge Village Hall, 630-719-4708.