



Request for Proposals  
**Due Date: 4:00p.m. Friday, November 2, 2018.**

**GRANT APPLICATION**

Please fill in all requested information and return completed application via mail or email. **ALL Applications MUST INCLUDE a copy of proof of organization's 501c3 status.**

Please send an electronic copy of this application to: [shelme@northadams-ma.gov](mailto:shelme@northadams-ma.gov)

Please send hard copies to:

Motorama c/o Office of Community Events  
Suzy Helme  
10 Main Street  
North Adams, MA 01247

Contact:

Suzy Helme – Director of Community Events/ Motorama Committee  
Phone: 413-664-6180  
Email: [shelme@northadams-ma.gov](mailto:shelme@northadams-ma.gov)

**1. Organization** *(Must match IRS determination letter)*

- Name /Title of Contact Person
- Address:
- City/State/Zip:
- Phone:
- Fax:
- Email address:
- Website:

**2. Grant Request Information (max \$500):**

- Project Title:
- Amount Requested:

**3. Brief history of the organization and description of existing services that includes the following:**

*(Mission Statement; age of organization; current programs and accomplishments; number of people served per year; current number of staff members and volunteers)*

**4. Description and goals of the proposed project or program:**

**5. Describe proposed use of funds requested:**