

# New York Newspapers Foundation

## *Request for Financial Support*

Thank you for your interest in the New York Newspapers Foundation (NYNF). If your organization's needs meet our mission, *to encourage, in the broadest and most liberal manner, the advancement of freedom of speech and of the press, the promotion of education, study and scientific research in all fields relating to the freedom of speech and of the press, and study and research by others in all endeavors relating to the dissemination of information*, please complete the form below and return it to the address at the bottom of this form.

### *Your Organization*

Legal Name: \_\_\_\_\_

Tax ID Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone No.: \_\_\_\_\_ email: \_\_\_\_\_

Briefly describe the purpose of your organization, your nonprofit status, the geographic area and population you serve. You may attach additional descriptive documents if you prefer.

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### *Proposal Information*

Describe the purpose of your financial request. Include the name of the project or event, the intent of the project, the date of the project's initiation, the overall project's budget, the amount requested from New York Newspapers Foundation, how these funds will be utilized and what other funding sources the project has, if any. You may attach additional descriptive documents if you prefer.

Request for funds to support ongoing operations of an organization are outside the bounds of acceptable requests. However, fund requests for start-up costs of a project, capital costs for

equipment dedicated to mission-acceptable programs, fees for speakers or technical assistance and other projects fall within the bounds of acceptability.

A decision on your request will be made on the basis of a review by the NYNF Board of Trustees which meets periodically throughout the year. You should anticipate lead time of four to six months on the final approval of your request after its initiation.

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Submitted by: \_\_\_\_\_  
                                Contact Name    Title    Date

Return this form and any related materials to:

New York Newspapers Foundation  
Attn: Diane Kennedy  
252 Hudson Avenue  
Albany, NY 12210-1802