

Town of Georgetown Donation & Sponsorship Criteria

The Town of Georgetown has proudly supported a broad spectrum of community related causes.

Our charitable donation activities shall be focused on four key areas:

- **Education**
- **Health & Fitness**
- **Community Awareness**
- **Tourist Events**

Each year, we receive many requests from worthy charitable causes throughout our Town and surrounding County. Since we are not able to support all of these requests, we have established guidelines to limit the type of activities we consider for support.

The following types of request fall outside of our guidelines and will not be considered for support:

- Requests to support Individuals
- Requests from denominationally specific organizations
- Requests from political organizations
- Requests from 3rd parties to raise funds for a charity
- Requests from multiple year commitments
- Requests to support activities outside our service area

In order to evaluate the many requests that we receive that may fall within our guidelines, we have established criteria that will provide us with the pertinent information we need.

1. Proposals must be submitted in written form.
2. A detailed description of the charitable organization and its cause.
3. Contact information: Name, Mailing Address, Phone number
4. Is this a request for a financial donation? If yes, what value?
5. Date required
6. **How does this request relate to one of Town's key areas for charitable donations?**
7. **Provide details on any recognition that will be provided to Town of Georgetown. This could include media coverage, mention in promotion materials, signage, etc.**
8. List of other donors. Indicate whether they are potential or committed.

Please include as much of this information as possible when sending your proposal to the Town. Once your proposal is complete, please forward by mail to the address below. Requests are due on/before the 5th of the month. The Council meets twice a month, on

the second and fourth Wednesday of the month, and all donations granted will be acted upon at the second meeting of the month.

Address for Submission:

Town of Georgetown
Attn: Town Manager
39 The Circle
Georgetown, DE 19947

FAX (302) 856-6348