

**The David and Linda Pence Charitable Trust
FBO the Village of Springvale, Maine**

The Trust distributes funds annually to the City of Sanford to be used for the purpose of beautification of the Village of Springvale, Maine. Allowable expenditures may include, but are not limited to, the purchase and planting of flowers, trees and shrubs, street lighting, paving of sidewalks, repair of potholes, painting of city owned buildings, and holiday decorating, it being the Donor's intent that the funds be used to make the Village of Springvale esthetically pleasing to residents and visitors alike.

The Trust Distribution Committee decides how the City spends the funds. This Committee consists of the following members:

*Spinnaker Trust, Trustee
Steven R. Buck, City Manager, City of Sanford
Rick Stanley, Chairman, Sanford Springvale Chamber of Commerce*

The Trust Distribution Committee will consider proposals for City projects submitted by individuals, civic action groups or other organizations. All proposals should recommend projects or expenditures to be undertaken by the City of Sanford on public property using the available funds distributed from the Trust.

If you are submitting a proposal for review by the Trust Distribution Committee, please complete the enclosed Proposal Form and return it as follows:

By mail to:
*Pence Charitable Trust FBO Village of Springvale
Attn: Karen Hamblen
c/o Spinnaker Trust
123 Free Street
Portland, ME 04101*

Or

By email to:
Karen Hamblen at khamblen@spinnakertrust.com

Requests should be submitted for review on an annual basis by June 30th each year.

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Proposal Form

I. General Information

A. Name(s): _____

For groups/organizations, please provide the name and title of the appropriate contact person(s). _____

Primary Point of Contact for Request (if different than above): _____

B. Address: _____

C. Telephone Number: _____

D. E-Mail: _____

II. Proposal Specific Information

Please use an attachment if the space provided below is insufficient.

A. Funding to complete requested project/expenditure: \$ _____
A proposed budget should be appended. Please be as specific as possible.

B. Describe the purpose for use of the funds being requested. Include relevant details such as location, why the project is needed and how it will be completed, and how the project adds to the beautification of the Village of Springvale. All projects should be within the Village of Springvale and located on public property.

C. Project goals and expected benefits:

D. Other sources of funds (matching grants, donations, etc.) for the project (include source and amount):

E. Please describe future maintenance plans (Note: The City cannot guarantee future funds from the Trust for ongoing maintenance needs):

F. Additional details necessary for us to evaluate your request:

III. Additional Information Requested

If you are applying on behalf of a group (formally organized or not), a non-governmental organization or other entity, please provide us with background on your organization, its mission and how you are currently working to achieve it. List the officers and directors of your organization, if applicable, and indicate if you are recognized by the IRS as a 501(c) corporation. Include any financial statements or source of revenue/expenditure information you determine relevant to us evaluating your request.