



THE CAROL WOODS CHARITABLE FUND, INC.

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December 15, 2022

Mayor Damon Seils
Town of Carrboro
301 W Main Street
Carrboro, NC 27510

Dear Mayor Seils,

One aspect of Carol Woods' mission is to support the greater community through collaborative partnerships and charitable giving. To achieve this, Carol Woods would like to gift \$5,000 Town of Carrboro with the hope this will be used to improve our shared community through the various activities offered by The Carrboro Recreation & Parks Department such as the Active Life programs.

Invitation:

I would like to invite you (or your designee) to attend the first Residents Association meeting of 2023 on Tuesday, January 10th from 10:00 – 11:30 am. The first part of the meeting is dedicated to hearing very briefly from each charitable gift recipient. We ask that you or one of your colleagues present, for about 2 – 3 minutes, to the residents how their gift will support enriching the lives of older persons of Orange County. An RSVP is required so we know to include you on the list of speakers. Please email my teammate, Suzanne Martin, smartin@carolwoods.org, to confirm your attendance by December 28, 2022. In addition, a group photo of organization representatives will be taken prior to the start of this meeting. This photo will appear in CW News, a newsletter written by and for residents. An RSVP is necessary so that we know whether to include you in the list of speakers. If you're able to join us, I'll provide some logistical details in early January.

Reporting:

We ask that you provide a mid-way funding usage report, by August 15, 2023, as a way to share an update with our residents on the efforts you've accomplished to that point. This brief 1-2 page report should provide outcomes of the project/operations to date and any challenges or changes encountered. By January 31, 2024, we will be seeking a final report, including documentation of the funding's use or any unused funds remaining.

Future Funding:

The application deadline for 2024 funding will be August 15, 2023. As a note, we are creating a funding application for future requests which will be provided later in the coming year.

Sincerely,

Marianne Ratcliffe
President & CEO