



Lindsey Wolfenbarger, Finance Director
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FY 2026–2027 Donation Request

December 29, 2025

To Whom It May Concern,

The City of Lebanon is accepting donation requests from area nonprofit organizations as part of the Fiscal Year 2026–2027 budget process. All requests will be evaluated, and funding decisions will be determined by the City during budget discussions.

Donation requests must be submitted between January 1, 2026, and March 31, 2026, and addressed to Lindsey Wolfenbarger or Sheri Featherston. Submissions may be mailed to 200 N. Castle Heights Ave., Lebanon, TN 37087, or by email to lindsey.wolfenbarger@lebanontn.org or featherstons@lebanontn.org.

Priority consideration will be given to charitable organizations that have not received City funding within the past two fiscal years. Any organizations that have received funding during that timeframe will remain eligible to apply.

To be considered the following information is required:

1. Proof of the organizations 501(c)(3) status (IRS Determination Letter or Equivalent)
2. Organizations Federal Identification Number (EIN)
3. Organizations most recent Audit Report and/or Budget
4. Requested donation amount and a brief description of the intended use of funds

Requests received after March 31, 2026, or submitted with incomplete information, will not be considered.

Approved requests included in the FY 2026–2027 budget will be paid after July 1, 2026.

Sincerely,

Lindsey Wolfenbarger

Lindsey Wolfenbarger
City of Lebanon
Finance Director