



FUNDING REQUEST FORM 25-3

Name of Organization _____

Purpose of Organization _____

Address: _____

Email Address _____

Purpose for request (including name of activity and date of proposed activity): _____

Contact Person: _____ Phone Number: _____

Position in Organization: _____

Email Address: _____

Please provide the following Funding Request Information:

1. Amount requested: _____

2. Activity budget _____

3. Describe with specificity the purpose for which funds will be used (such as Talent Hunt, Scholarship, Diabetes walk, Assault on Illiteracy, Youth Mentoring Program, etc.) and the criteria for awarding the funds:

4. Description of how the recipient of the funds will benefit from the services/program:

INSTRUCTIONS

1. Attach a copy of your entity's IRS determination letter.
2. Maintain receipts as verification of expenditure of funds as described must be provided upon request.

I hereby state that all information provided in this Request for Funds is true, complete and accurate.

Name (PRINT) _____ Date: _____

Signature: _____

APPLICANT: DO NOT WRITE BELOW THIS LINE

FOUNDATION APPROVAL SECTION

APPROVED _____ DATE

DENIED _____ DATE

Foundation Director: _____

Date: _____

Foundation Director's Signature: _____

Foundation Secretary or Treasurer: _____

Date: _____

Signature: _____