

Request for UUFBR Endowment Fund Grant

| | | |
|---------------|-----------|------|
| 1. Grant Name | 2. Amount | Date |
|---------------|-----------|------|

4. Purpose

| | | |
|---------------------|--------------|--------------------|
| 5. Requestor's Name | 6. Telephone | 7. Signature |
| 8. Alternate's Name | 9. Telephone | 10. For Office Use |

Request for UUFBR Endowment Fund Grant

INSTRUCTIONS

All requests will be considered. Grants will be made to benefit UUFBR, the community and other organizations or individuals. Generally a request that is a usual UUFBR budget line item will not be approved.

Type or print a single copy of the request form provided and give to the Endowment Committee Chair.

The Chair will advise the requester of the time and date of the Committee meeting when that request will be reviewed. A final decision can be expected at that meeting if complete information has been provided on the form.

The requester or alternate is welcome attend the review meeting.

Grant Request Form

1. Name the request or project. Keep it simple.
2. Indicate the total amount requested.
3. Indicate the current date.
4. Provide concise details of the project and/or specific purpose of grant.
 - Provide brief schedules, materials and or equipment costs, personnel and other costs.
 - State in simple terms the plan, what is to be accomplished, and when.
 - State the benefit to UUFBR, the community, or to others.
 - Indicate how you wish the grant to be paid (e.g. single payment, monthly, etc.)
 - Attach any additional supporting information and use a blank sheet if necessary.
- 5 – 7 Requestor's name, telephone number and signature
- 8 – 9 Alternate's name and telephone number.