

Park County 4-H Council

Funds Request Form

This request was made on __/__/__ by _____
for the amount of \$_____ to be used for (detailed budget)

Expenses:	\$ _____	Other Funds:	\$ _____
	\$ _____		\$ _____
	\$ _____		\$ _____
	\$ _____	Fundraising:	\$ _____
Total Expenses:	\$ _____	Total funding:	\$ _____
Total Requested: \$ _____			

(Other funds include: sponsorships, personal contributions, club contributions, etc.)

(Subtract other funds, and fundraising from the expenses for the total requested)

Has this club/group received money before? _____

Date of Event/Program _____

Expected number of participants? _____

What are your goals and projected educational outcomes?

My name is _____ and I am the primary contact in case there are any questions. In the event that my organization receives funds from Park County 4-H Council, I understand that receipts amounting to the total amount received must be submitted no later than a week after the event. And I understand that any funds received from the 4-H Council are to be used only for the items that are listed in the budget that has been submitted within this request. Any additions or changes must be submitted to the 4-H Council and approved; otherwise I understand that the 4-H council may not be responsible for the reimbursement of these funds. I also understand that if the 4-H Council grants my funding request, a follow-up in writing or in person is required, or future requests may not be considered.

Requester's Signature: _____ Date _____

4-H Council member Signature: _____ Date _____

4-H Council member Signature: _____ Date _____

Funds Appropriated: \$ _____