Funding Request Form

|  |  |  |  |
| --- | --- | --- | --- |
| Project Title: |       | Date Requested: |       |
| Contact Name: |       | Phone: |       |
| Project Start Date: |       | End Date: |       | Amount Requested: |       |

**APPLICATION INSTRUCTIONS**: In order for this funding request to be accepted, this form must be completed, signed, and submitted with:

1. One-page cover letter containing the project narrative
2. Detailed project budget

|  |  |
| --- | --- |
| **Project Type.** | **Funding Type.** |
| [ ]  Leadership Development | [ ]  Event Support | [ ]  General Fund | [ ]  In-kind support |
| [ ]  Career Development | [ ]  General Support | [ ]  Special Project | [ ]  Other:       |
| [ ]  Other:       |  |  |  |
|  |  |  |  |
| **Project Description.** *Please provide a brief statement describing the purpose of this project.* |
|  |
|  |  |  |  |
| **Intended Audience.** *Who is your target audience for this project?* | **Will this project include publicity or marketing?** [ ]  Yes [ ]  No *If yes, please specify.* |
| [ ]  Prospective FFA members | [ ]  General Public | [ ]  Direct mail/postcard | [ ]  Radio |
| [ ]  Current FFA members | [ ]  College students | [ ]  Television | [ ]  Other:       |
| [ ]  Business & industry | [ ]  Alumni | *We ask that the Montana FFA Foundation be recognized in any project publications for our contributions.* |
| [ ]  Sponsors/Donors | [ ]  Other:       |
|  |  |  |
| **Intended Outcome.** *Please provide a brief statement describing the intended outcome of this project.* |
|       |
|  |  |  |  |
| **Have you requested funds from another source?** [ ]  Yes [ ]  No  |
|  |  |  |  |
| **Is this funding request for an event?** [ ]  Yes [ ]  No  *If yes, please specify.* |
| Event Date:       | Event Title:       | Event Theme:       |
|  |  |  |
| ***FOUNDATION USE ONLY*** | Amount Approved: | $ | Date Received: |  |
| Award decision: [ ]  Approved [ ]  Denied  | Signature: |  | Date: |  |

If you have any questions regarding this form, please contact Gwynn Simeniuk, Exeuctive Director of the Montana FFA Foundation, at (406) 582-4118 or email foundation@montanaffa.org.

Forms submitted without a budget or narrative will not be considered.