

FOR OFFICE USE ONLY

Date Received: _____ Amount Requested: _____ Notes: _____

Gallatin County 4-H Financial Support Request Form

For support of expenses associated with camps, workshops, trainings, conferences, forums, money for projects, etc. with the potential to expand the individual and grow Gallatin County 4-H.

* Submit prior to the event - due the last day of the previous month * One request per individual *

Please note that your request may be funded in full or in part depending on the funds available.

Name of 4-H member/leader: _____

Phone: _____ Email: _____

Address: _____

City: _____ State: _____ Zip _____

This request will primarily benefit: Leader(s) _____, Club _____, Members at Large _____
Project _____, Activity or Event _____, Other _____

Quick description of how the requested funds will be used:

Event Date	Number of Participants	Estimate of Materials/ Consumables	Event Fees or Registration	Income, Fundraising Or match	Estimate of Travel cost (fuel, rental)	Total
<i>Ex:3/14/15</i>	<i>1</i>	<i>\$0</i>	<i>\$75</i>	<i>\$0</i>	<i>\$89 hotel + ~\$32 fuel</i>	<i>\$196</i>

Total Requested: _____

If awarded, please submit a written or verbal summary of your event and final expenses (receipts) to the Unlimited Leader's Council or Foundation to receive the funds.

Presenter(s) _____ Date of presentation _____

In addition, choose a type(s) of follow up you agree to perform on behalf of receiving this funding.

- | | |
|--|---|
| <input type="checkbox"/> Submit an article in the 4-H newsletter | <input type="checkbox"/> Submit an article to the local newspaper |
| <input type="checkbox"/> Present your project to your club or another club | <input type="checkbox"/> Display your project at a public event |
| <input type="checkbox"/> Use your activity/project to promote 4-H | <input type="checkbox"/> Recruit new members/volunteers |
| <input type="checkbox"/> Help with concessions booth at County Fair | <input type="checkbox"/> Poster/display for County Fair |
| <input type="checkbox"/> Other _____ | <input type="checkbox"/> Community outreach |

Financial Support Application Form for 4-H Club, Project or Activity

Please provide a short summary of the activity/project you are requesting funding for:

What will the participants gain from the activity/project (ie. Skills, knowledge, outreach, etc.)?

How will the funds provided by Gallatin County 4-H support be used to support the activity/project?

Will similar funds be requested next year for this activity/project? If so, please estimate how much will be requested and how much will be fundraised (if any).

I understand that I may or may not be awarded this financial assistance. If awarded I understand that I might be responsible for a portion of the total cost of the event. I understand that if I am awarded this financial assistance I will be required to give a verbal report to a designated group and one other form of follow up. In the event these requirements are not met, a refund of the assistance will be paid back to the Leaders Council or the Foundation.

Youth Signature _____

Parent/Volunteer Signature _____

Deadline for submitting the request for funding due by the last work day of every month so that ULC and/or 4-H Foundation have time to review your request. Please submit request to the Gallatin County Extension Office, 903 N. Black Ave, Bozeman, MT 59715 before 5pm.

All requests for financial assistance will be held in strict confidence. The MSU Extension Service is an ADA/EO/AA/Veteran's preference employer and educational outreach provider.

FOR OFFICE USE ONLY

Amount Funded: _____ Date Awarded _____ From Budget _____

Check to be Issued to: _____

ULC/Foundation Response/Comments: _____

Followed Up To: _____ Via: _____ Date/Time: _____