

Leaders Association Fund Request Form

Any 4-H member or leader, project area or club who needs funding from the Leaders Association on items not directly related to the budget should use this form to make a request.

In addition, youth or adults requesting money from "Specialty Trips and Opportunities" line item must also fill out this form. Please note that an educational experience funding request is typically limited to 50% of the experience cost.

Request should be made in advance of the need for funds. A request must be presented in writing at least one week prior to the Leaders Association or Board meeting. Any questions may be directed to the Extension Office at 920-674-7295.

Name: _____ **Club:** _____

Project Name: _____ **Leadership Position:** _____

Phone Number: _____ **Email:** _____

Amount of Request: \$ _____ **Date \$ Needed by:** _____

Purpose of Request: Describe in detail the project or reason for which funds are being requested. (Who is attending? For what purpose? Where? When? All costs involved (registration, mileage, hotel, travel, etc.), and why you want to attend? Anything other important information for the board to consider when deciding on funding.) You may attach additional sheets/receipts if needed.