*****Clarkston Area Optimist Club Request for Financial Support*

*As a community service club we receive many requests for financial support throughout the year. We identify those areas of need which best exemplify our purpose, “Friend of Youth” and “Bringing Out the Best in Kids.” We look for projects that directly benefit a broad base of young people rather than individuals.­ For more information call Co -Chairperson, Joette Kunse @ 248 620 2984.­­­­­­­­­­­­­­­­­­ Grants need to be submitted in this format with all questions answered.*

*COVER PAGE*

**PROJECT TITLE/NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Organization\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact Person \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Amount Requested:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date of application\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Start of your project\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Start date should be no sooner than April 2016 and projects should be concluded by June 1, 2017**

**All grant submissions for the 2017 year should be received before March 10, 2017. If you receive a grant, you must send a project evaluation to the grant committee no later than 30 days after the project ends or December 30, 2017 at the latest.**

**For more information, you may call Joette Kunse Co-Chairperson of the Grant Committee at 248 620 2984 or 248 514 1729 or email info@clarkstonoptimists.org**

**Please answer these questions in no more than three (3) typed pages with the addition of the budget page.**

1. **Describe your project and how it will support the youth of this community. State your project objectives, activities, and how it will be monitored.**
2. **Please provide a timeline of the project and any significant dates.**
3. **Describe the young people who will benefit from this project and how many young people will be supported?**
4. **Tell how many children/students will benefit from this grant.**
5. **Please tell us if this budget is a one-time only project or a continuing project. Explain how you will continue the project.**
6. **Please include a budget for this project and include any additional sources of revenue you have leveraged for the project. (see example budget page)**
7. **Please include how you will evaluate that you have met your project goals. An Optimist evaluation is expected to be returned by June 1, 2016 with information and budget review. It will be attached to your check if you are awarded a grant.**
8. **Please tell how you will recognize the Clarkston Area Optimist Club in information regarding this project.**

**You may submit your grant by hardcopy to Clarkston Area Optimist Club, P. O. Box. 891, Clarkston, MI 48347.**

**Total Request to the Optimists $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Total Amount Project will Cost $\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| --- |
| **BUDGET FOR PROJECT** |
| **Explain what you are spending grant funds for.** | **Cost per person** | **Total Cost** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **TOTAL AMOUNT**  |  |  |

**Examples of type of expense:**

**Contract Service/Payroll (speakers, transportation)**

**Supplies**

**Other Expenses**