Community Association
Proposal for Request for Funding

Situation:
Detail the current situation.

Please edit this text box:
Example: Team – We would like to subsidise the cost of food at our end of year social function being held at Arana Hills Leagues Club. Currently it would cost $48 per head for the food and entertainment that we would like provided. We would like to organise and run a cup cake stall during the Arts and Crafts weekend and have access to the profits to assist in subsidising our end of year event.

Example: Parent – We would like to organise and run the sale of the Entertainment Books to assist in funding new uniforms for the schools district representatives in athletics.

Background:
Provide a background and history to support why the request is proposed.

Please edit this text box:
Example: Team – This is an annual event held each year and with rising costs and expenditure on parents it decreases in the amount that we can find for an adequate social event. This would also assist other students in business skills for the future.

Example: Parent – Uniforms have not been purchased since 200X and it would provide students the ability to compete in more modern and newer clothes that are not so worn.

Analysis:
Provide the basis of all calculations, quotes, time lines and monetary requests. It is advisable that if you are attaching a quote that there be more than one and to declare any conflict of interest (ie my brother-in-law is the supplier). We also request that you include information on who is likely to be involved or impacted.

Example: Team – If we were able to raise approximately $1000 it would decrease the price a family would pay at least $10 per head to $38 and therefore be more affordable with families on tight budgets and or lower incomes. It would promote future business skills for students.

Example: Parent – If we were able to raise approximately $500 this would be able to provide x amount of uniforms for the team and/or ability to obtain further quotes and negotiate with a business for a uniform. Initial quote attached.
RF1
Outcome Recommendation:
Provide your view on the positive results if a donation is provided.

Example Student: I would recommend that this request be accepted to assist families and reduce costs of expenditure for families.

Example Parent: I would recommend that this request be accepted as our children are promoting the school and have provided a high amount of effort to reach their goals.

Signed:
Name: ___________________________ Date: ___________________________

Contact No. & Email: ____________________________________________

Supporting Documentation Attached: Yes/No

Community Association Use Only:
Approved to proceed: Yes / No

Date presented to Committee: ___________________________

Comments:

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