

## REQUEST FOR FUNDS APPLICATION

*Submission Deadline is July 3, 2023*

### **INSTRUCTIONS**

Please complete this form with sufficient detail to enable the Community Projects Committee to properly evaluate your request. If a particular section does not apply, please do not leave it blank, but indicate N/A. You may attach other relevant materials that you would like the Committee to consider, or submit a formal proposal to include the following information. **You must submit two (2) hard copies of your application and attachments, as well as a complete copy with attachments via email to [rose@barrylawoffice.com](mailto:rose@barrylawoffice.com) on or before July 3, 2023.**

1. Name of Organization applying:
2. Address:
3. Contact person for this request, telephone number, and e-mail address:
4. Title of Program/Project for which funds are requested:
5. Briefly describe the Program/Project for which the funds are requested. Please describe in some detail how the requested funds will be utilized and the number of people who will be served with the requested funds. Please be sure that your description helps us to understand how your program is unique, or different, and does not duplicate the services of another agency. Please include the number of years for which the program has been in existence. If you are able to describe how you would measure success, please do so.
6. Amount requested:
7. Please identify any other organizations from which you have solicited the same request for funds and the amount you have received, or expect to receive (if any) to such solicitations:
8. Does your organization charge a fee to persons participating in your program? If so, please describe the fee structure. Also, please indicate whether scholarships, sliding scale fees, and/or free services are offered to program participants and the basis upon which reduced fees are offered:
9. Does your organization receive state, federal, city, United Way, Rotary (or similar entity) funding for the Program/Project?
10. Please indicate the approximate number of Nashua and Nashua area residents that this program serves or will serve.
11. Please provide an income (identifying sources of income) and expense statement for your most recent fiscal year and attach it to this application. You may submit an operating budget if it also includes prior year actual financial results.