



Submitted to Treasurer for payment: \_\_\_\_\_  
Copy sent to Coordinator: \_\_\_\_\_  
Copy sent to Assigned Board Member: \_\_\_\_\_

**PROPOSAL**  
(Check One)

**Project** ☐

(Hands-On with or without Check)

**Grant** ☐

(Check Only)

Name of Project/Grant: \_\_\_\_\_

Recipient/Name of Organization (Beneficiary): \_\_\_\_\_

Payee for check, if different than recipient: \_\_\_\_\_

Project/Grant Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dollars Requested: \_\_\_\_\_ Estimated Man Hours Required: \_\_\_\_\_

Proposed Project Date/Grant Presentation Date: \_\_\_\_\_ Deadlines, if any: \_\_\_\_\_

Has Altrusa, Inc. of Temple participated in this project and/or provided dollars previously?

If Yes, When: \_\_\_\_\_ Funding \$: \_\_\_\_\_

Proposed Project/Grant Coordinator: \_\_\_\_\_

Co-Coordinator: \_\_\_\_\_

Submitted By: \_\_\_\_\_ Date: \_\_\_\_\_

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Board Recommendation:

Date: \_\_\_\_\_

Approved: \_\_\_\_\_

Assigned Board Member: \_\_\_\_\_

Presented to Club

Date: \_\_\_\_\_

Approved: \_\_\_\_\_

Declined: \_\_\_\_\_

If approved by Club: Committee Members should be turned in to Board Member Designated above

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Total Hours of members participating \_\_\_\_\_

Total number of Members participating \_\_\_\_\_

Have all receipts been turned in to Treasurer \_\_\_\_\_