



Team AMVETS Ladies Auxiliary Grant Request Form

Fill out this form in Microsoft Word. ***If you do not have Microsoft Word, please attach a separate piece of paper with the headings in the same order.*** Utilize the boxes below to describe your request. Ensure that your responses are per examples. Do not go over the word limit. ***Submitting a grant request does not guarantee the receipt of full or partial grant funding.***

Date: _____

Auxiliary # _____ Request # _____ Requestor _____

Project Title _____ Amount Requested \$ _____

Natl. Reportable Program _____ Date of Project _____

Project Abstract * 500-word limit

Tell us about your project. Who, What, When, Where, Why

Statement of Need * 500-word limit

Explain why veterans need the service you will provide with grant funding.

Project Narrative * 1,000-word limit

Your narrative must answer all questions. Explain why you are requesting the money? What is the Focus of your project? What is the need for your project? What benefits will veterans derive from it? What is the timeline for your project? How do you plan to collect and report data on the veterans you serve? How will you evaluate your success (What method will you use to evaluate your success?)

Project Goals * 1,000-word limit

Sample Goal: By September 29, 2017, Post 00 will have provided 100 \$10.00 iTunes gift cards to 100 veterans at the Tibor Ruben V.A. Medical Center



Outcomes * 1,000-word limit

Sample Outcome: Outcome # 1: 100 veterans at the Tibor Ruben V.A. Medical Center were able to purchase music that they like to listen to, using the iTunes cards, which they report as being very helpful to being calm while passing their time.

PERSONNEL

Please list the name, address (City, State, Zip), Cell phone and email address of all post members involved in the implementation of this grant (one per line).

TIMEFRAME

Provide a time frame of your proposed grant. Sample: iTunes Gift Card Grant timeline is from January 18, 2018, through June 30th, 2018

BUDGET

1. **Attach** a completed "Team AMVETS Ladies Auxiliary **Grant Budget Worksheet.**" To be accepted, all fields must be filled out, the budget must be reasonable.
2. **Budget narrative:** Sample: iTunes Cards: We will purchase gift cards so that soldiers can purchase music for their portable listening devices. Listening to music helps the veterans pass the time and keeps them calm during long waits. (Do this for each item in your budget).