



# DISASTER RELIEF FUND GRANT APPLICATION

**Club Name:** \_\_\_\_\_ **Club Number:** \_\_\_\_\_

**Project Chair:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Club President:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_ **Email:** \_\_\_\_\_

*Please provide the following information pertaining to your project. Use additional sheets as necessary.*

**1. Primary Purpose:**

**2. Amount Requested:** \$ \_\_\_\_\_ **Submission Date:** \_\_\_\_\_

**3. Provide a brief description of the proposed project and the impact it will have on the community:**

**Estimated Project Start Date:** \_\_\_\_\_ **Estimated Project End Date:** \_\_\_\_\_

**4. List Specific Goals:**

- a.
- b.
- c.
- d.

**5. What resources will be used ? (Other funding sources, manual resources, donated items, etc.)**

**6. Provide a preliminary budget outlining exactly how the granted funds will be utilized. (Please attach)**

**7. Other Requirements:**

Attach a Planning Guide which provides a detailed overview of the project and provide detailed records of how the funds were expended including copies of all receipts.

**8. Statement of Acknowledgement:**

I / We, \_\_\_\_\_ (Project Chair) and \_\_\_\_\_ (Club President), hereby concur with the aforementioned requirements and will submit all requested documentation within three months of the completion of the project. I / We acknowledge that failure to comply with the aforementioned requirements could result in having to repay the gifting funds in full or any amount thereof to Optimist International.

\_\_\_\_\_  
Project Chair

\_\_\_\_\_  
Club President

**9. If awarded, to what address will the funds be mailed:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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**Optimist International Use Only:**

**Approved / Denied**

**Awarded Amount:** \_\_\_\_\_

**Date Funds Sent:** \_\_\_\_\_

**Comments:**

\_\_\_\_\_  
Optimist International Executive Director

**Submit Application with all attachments to:**

**Optimist International**

**4494 Lindell Blvd**

**St. Louis Mo 63031**

**[executiveoffice@optimist.org](mailto:executiveoffice@optimist.org)**

**Fax: (314) 371.6006**

**Optimist International retains the rights to request and obtain additional information it may deem necessary for an assessment to grant funding.**