

Westwood United Methodist Church
Foundation Committee

Funding Request Instructions:

1. Project Title
2. Dollar Amount Requested & Date (Project Grants exceeding \$5,000.00 will require the additional approval of the Administrative Board)
3. Payable to (committee, organization or individual)
4. Contact(s) – Individual(s) responsible for Project
 - Address
 - Phone
 - E-mail
5. Description and Goals of Project (How are funds to be used?)
6. Plans, Date(s) for Implementation
7. Budget for Project (including any additional sources of funding)
8. Sign & date Request