

# friends of kansas LIBRARIES

ASSIST · SUPPORT · EDUCATE

## START-UP GRANT REQUEST FORM

Date \_\_\_\_\_ Amount of request \_\_\_\_\_

Person making request \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Library to benefit \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Library Director \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

On an attached sheet(s), describe intended use of grant funds, explanation of goals (e.g. attract members) and a plan to accomplish them, including a budget. If the grant is to revitalize your group, explain what will make it successful and bring community support.

### FoKL Policy:

- Grant funds for starting a Friends group are usually limited to initial costs of postage, advertising that occur when the group organizes. The maximum amount of a grant is \$150.
- Groups receiving grants are required to submit a written report to FoKL within one year describing use of grant funds and results of start-up effort.
- Each Friends group applying for grant funds will be a current member of FoKL.

Person responsible for submitting the required report:

Name (please print and sign) \_\_\_\_\_

Address \_\_\_\_\_

Approved by Library Board Chair (please print and sign) \_\_\_\_\_

Mail to:

Friends of Kansas Libraries

c/o NEKLS

4317 W. 6th Street

Lawrence, KS 66049

Email: [friendsofkansaslibraries@gmail.com](mailto:friendsofkansaslibraries@gmail.com)