

# APPENDIX B

## Application for UDAG Town Meeting Grant

Name of Community Group		Date of Application	
Contact Person		Total Project Cost	\$
Address		Total Amount Requested from UDAG	\$
Phone	Fax	Total Amount Secured from Other Sources (at least 25% of total project cost)	\$
Email			

Please submit a narrative description of your project that includes the following information:

### Organizational Information

- List the board membership and/or key leadership of your group.
- Briefly describe the history of your group.
- Describe the services you provide and who your organization serves.
- Include the organization mission statement and/or goals.

### Project Information

- Describe the project for which you seek funding.
- Include a timeline for implementing & completing project.
- How will the project address the goals of UDAG (See next page)
- If the project benefits a specific population, please describe, including numbers affected.
- If the project is a building or renovation, attach drawings.

### Financial Information

- Attach a project budget that includes cost estimates and bid documents, if applicable.
- List vendors of goods and/or services not including in-kind donations or volunteer hours
- List other funders and/or income sources for your project
- Describe how on-going operating or maintenance costs for the contemplated capital project will be met.

The UDAG Committee reserves the right to request additional information to help make a grant award decision.

Completed application should be submitted to the Cabot UDAG Committee; P.O. Box 125; Cabot, VT 05647; or to any UDAG Committee member.

Signed

\_\_\_\_\_   
 Community Group Representative

\_\_\_\_\_   
 Date