**APPLICATION FOR FUNDS FROM**

**THE VERNA WULFEKAMMER MEMORIAL TRUST**

 Group grants must be for a purpose that will promote the appreciation of fiber arts or further the fiber arts education of the groups’ members by providing funding for workshops, library materials, equipment purchases or other means that will enable the group to further their goals as fiber artists. The group must be affiliated with CWSG or be active in the fiber arts community. Applications must state how the group hopes to promote fiber arts education through the use of the requested funds.

 Grant applications must be received by the 21st of the month. NOTE: Grant requests must be for future events. Applicants must send one copy of the request to each Trustee to complete the application process. This may be done as an e-mail attachment. Only official forms may be used. Trust application forms can be downloaded from the Guild website (cwsgcomo.org) or may be requested from one of the trustees. Applicants are notified of the Trustees’ recommendations by the 15th day of the month following the deadline.

Group name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ IRS 501-(C) (3) status? \_\_\_Yes \_\_\_No

Group address (if N/A, address of the group president)

 Date of request

Coordinator/Rep.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dates of event

Coordinator’s address:

Coordinator's email address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project/Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date funds needed:

**Goal of the request:** Please include with this application a statement indicating the reason for the request and how the group hopes to promote fiber arts education to CWSG members, or the public, through the use of the requested funds.

**Budget Worksheet** - A detailed worksheet for workshops & lectures is provided on the next page.

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\_\_\_\_\_\_\_\_\_\_ for

**$**\_\_\_\_\_\_\_\_\_\_\_ **Total anticipated expenses Amount requested: $**

1. **To receive funds**, the group must contact the Trust treasurer 2 weeks before the disbursement is needed.
2. There may be other expenses not known at the time of this application. You may apply for more funds for this project if the need arises.
3. Groups that have been granted funds by the Trust are required to file a Final report within one month of the conclusion of the activity or purchase. This report should document the expenditures of the group’s activity or purchase, including receipts, and state the benefits obtained by the group as a result of receiving this grant, and be sent to the Trust Correspondent.
4. Any funds not used must be returned to the Trust treasurer, in the form of a check made payable to “The Verna Wulfekammer Memorial Trust”.

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The signed representative agrees that all awarded funds will be used in accordance with the above stated purpose of the VWMT.