



# 2017-18 UNITE Club Project/Activity Proposal Form



Club Name: \_\_\_\_\_ Date: \_\_\_\_\_  
County / School District: \_\_\_\_\_

**Please complete all lines that apply. You may submit more than one form during the year, but total requests may not exceed \$500.00. For all requested expenses you must provide a detailed budget and detailed explanation of need. Do not make any purchases before approval has been given by the UNITE office. This form should be submitted at least one (1) week prior to a UNITE Board meeting (see Manual) for approval.**

### Food and Beverage

**According to Federal guidelines, grant funding may not be used for any food or beverage purchases.**

- 1. Office supplies (copy paper, poster board, etc.) (up to \$100) \_\_\_\_\_
- 2. Anti-drug literature and/or materials (up to \$100) \_\_\_\_\_
- 3. Evidence-based or best-practice curriculums (up to \$100) \_\_\_\_\_
- 4. Supplies for youth activities (Provide detailed explanation of need in space below) \_\_\_\_\_
- 5. Special speakers for events (up to \$150) \_\_\_\_\_  
NOTE: Entire club funding cannot be used for special speakers
- 6. Other (Please specify; will be considered on an individual basis)

\_\_\_\_\_  
\_\_\_\_\_

Describe each project/activity that relates to above request. Use additional pages if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Club Sponsor Signature

Download this form at [www.operationunite.org](http://www.operationunite.org). Scan and email to [sratliff@centertech.com](mailto:sratliff@centertech.com), Fax to UNITE at 606-889-0874 or mail to: UNITE, 100 Resource Drive, Prestonsburg, KY 41653