



# 2013-14 UNITE Club Project/Activity Request 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 \$750.00. 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) month prior to date of proposed project/activity.

### Food and Beverage

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

1. Office supplies (copy paper, poster board, etc.) (up to \$150) \_\_\_\_\_
2. Anti-drug literature and/or materials (up to \$150) \_\_\_\_\_
3. Evidence-based or best practice curriculums (up to \$150) \_\_\_\_\_
4. Supplies for youth activities (Provide detailed explanation of need in space below) \_\_\_\_\_
5. Special speakers for events (up to \$150) \_\_\_\_\_
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.

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

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

Fax this form to UNITE at 606-877-1018 or mail to: UNITE, 350 CAP Drive, London, KY 40744.

This form may be downloaded at [www.operationunite.org](http://www.operationunite.org)