

City of Lawrence, Kansas  
2006 Outside Agency Funding Request Form

This form is not to be used for Alcohol Tax Funding Requests

AGENCY NAME:  
PROJECT /ACTIVITY NAME:  
CONTACT PERSON:  
ADDRESS:  
PHONE NUMBER:  
AMOUNT REQUESTED:

When does the fiscal year for the program being funded begin?

Has your organization received funding from the City previously ?

If so, what was the source and amount of funding received ?

**Description/Justification** (Using 300 words or fewer, describe the program for which funding is being requested, the importance of the program and why City funding is needed.)

**This request should be supported (maximum of three pages) with the following information:**

1. Description of funding support received from all other sources such as the United Way, Douglas County, USD 497, state/federal grants and private funding.
2. Total budget for the agency, number of personnel, and how the funding would be used (e.g., personnel, equipment, material, etc.).
3. Does the agency anticipate the need to request funding beyond 2006?

Additional information may be provided within the **three (3) page limit**.

Submit this form and any additional supporting material electronically by April 11, 2005 to  
Debbie Van Saun, Asst. City Manager, via email to: [dvansaun@ci.lawrence.ks.us](mailto:dvansaun@ci.lawrence.ks.us)