



Glenn County 4-H Program Club, Project Leader, or Member Financial Support Request Information 2024-2025

Description and Directions: This form should be filled out by the 4-H Club, Project Leader, or 4-H family for assistance. Members and Project Leaders should go to their 4-H club first for help before completing the Financial Support Request Form. Member's confidentiality and discretion will be maintained, and requests will be kept confidential. Please turn in the completed form, along with a picture or attachment of the item requested (including the price), to the UCCE Office at 821 E. South Street, Orland, CA 95963, or email it to: glenncounty4h@ucanr.edu.

Member financial aid would be for items such as uniforms and project supplies assistance (if the Project Leader is not completing the form for the project as a whole). Financial support for ABA (Anything but Animals) and livestock assistance is considered for items like tools, equipment, and supplies. 4-H clubs should consider fundraising for club and project expenses and help fund project supplies.

Glenn County 4-H Advisory Team will consider requests for support but reserves the right to:

- Have clubs consider fundraising to either raise the total or partial amount requested on the Financial Support Request Form if not fully approved.
- Ask questions.

Forms must be submitted by the first of the month for consideration at the current month's Advisory Team Meeting. All requests submitted after the first of the month will be moved to the following month for consideration. Financial Support requests will be decided at the Advisory Team Meetings. The support amount approved will be reported at the Glenn County 4-H Community Town Hall.

For projects, a Budget Plan Form must be submitted with the Financial Support Request Form, the Club Budget, and the most current club bank statement. Please provide a picture or attachment of the requested item, **including the price**.



Glenn County 4-H Program Club, Project Leader, or Member Financial Support Request Information 2024-2025

Please complete the following request form and return it to the UCCE Office for review and approval.

4-H Club, Leader, or Member Name Needing Funds:	
Address:	Phone Number:
4-H Club Needing Funds:	
4-H Project Needing Funds:	
Years in 4-H or Years as a Leader:	
Amount Requested:	
Date Money Needed By:	
Please explain what the requested money is to be used for:	
Brief Explanation of Need:	
Name of Person Submitting Form:	
Club Bank Account Balance:	Project Sub-Account Balance:

Member's Name (Print)

Member's Signature

Date

Project Leader's Name (Print)

Project Leader's Signature

Date

Approval:	Denial Reason:	
Check No:	Amount Approved:	Completed:



Project Financial Assistance Example Budget Worksheet

The purpose of this worksheet is to help guide you in the project expense planning process.

Name of Project: Arts & Crafts Number of Members in Project: 18

How many project meetings will the requested funds cover? 2

Please list supplies by project meeting... (use additional sheets if needed)

Project Meeting #: 1 List Name of Project: Wooden Valentine Gnome Pairs

Needed Supplies for Project	Price Per Item	Quantity	Total
GNOME BEARDS & NOSES (20 PK)	\$17.99	2	\$35.98
CRAFT PAINTS (PINKS, PURPLES, REDS)	\$0.54	20	\$10.80
MODGE PODGE (16oz)	\$6.98	1	\$6.98
VALENTINE PLAID SCRAPBOOK PAPER (24 Sheets)	\$13.99	1	\$13.99
FOAM PAINT BRUSHES (25pk)	\$8.99	1	\$8.99
Project Sub Total:			\$76.74
Taxes:			\$5.57
Project Total:			\$82.31

Project Total: \$ 82.31 Number of Members in Project: 18 = \$ 4.57 Per Member

Project Meeting #: 2 List Name of Project: Bottle Cap Flower Art and Magnets

Needed Supplies for Project	Price Per Item	Quantity	Total
SPRAY PAINT (RED, PINK, PURPLE, YELLOW, GREEN, WHITE, BROWN, BLACK)	\$5.98	8	\$47.84
HOT GLUE STICKS (100PK)	\$7.97	1	\$7.97
MAGNETS (52PK)	\$5.12	2	\$10.24
Project Sub Total:			\$66.05
Taxes:			\$4.79
Project Total:			\$70.84

Project Total: \$ 70.84 Number of Members in Project: 18 = \$ 3.95 Per Member



Budget Worksheet for Project Financial Assistance

The purpose of this worksheet is to help guide you in the project expense planning process.

Name of Project: _____ Number of Members in Project: _____

How many project meetings will the requested funds cover? _____

Please list supplies by project meeting... (use additional sheets if needed)

Project Meeting #: _____ List Name of Project: _____

Needed Supplies for Project	Price Per Item	Quantity	Total
Project Sub Total:			
Taxes:			
Project Total:			

Project Total: \$ _____ Number of Members in Project: _____ = \$ _____ Per Member

Project Meeting #: _____ List Name of Project: _____

Needed Supplies for Project	Price Per Item	Quantity	Total
Project Sub Total:			
Taxes:			
Project Total:			

Project Total: \$ _____ Number of Members in Project: _____ = \$ _____ Per Member