

**REQUEST FORM
WALTER LEE FUNDS*
Grant Year 2018**

** In accordance of the Last Will & Testament of Walter E. Lee...*

“one-fourth thereof to the Town of Bradford as a memorial fund, the interest only to be expended for the maintenance and improvement of children’s recreational facilities in the town of Bradford with special preference given to the maintenance and improvement of Elizabeth’s Park.”

Forms to be returned to Town Clerk’s office no later than **4:00 p.m. on Wednesday, May 2, 2018**

If awarded, funds must be actually expended and invoice turned in to the Town Treasurer for payment by 12/14/2018

Current Date: _____

Name of Organization: _____

Contact Person: _____ Title: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Amount of Request: _____

*Use of funds must meet the guidelines as set forth above**

How are the funds to be used? _____

When are the funds needed? _____

Expected date of project completion: _____

If the amount requested cannot be completely funded will a partial funding be accepted? _____

Please show your Budget for the Project (on a separate piece of paper)

Use by the Walter Lee Committee Only

At a meeting on _____ of the Walter Lee Funds Committee, the committee voted to recommend to the Selectboard funding of this project for the amount of \$_____.

At a meeting on _____ of the Walter Lee Funds Committee, the committee voted to NOT recommend to the Selectboard funding of this project.

Special comments or suggestions: _____

Signature of Committee Chair

Date

Use by the Selectboard Only

At a meeting on _____ of the Selectboard, recommendation as set forth above was _____ approved for funding _____ not approved for funding.

Special comments or suggestions: _____

Signature of Selectboard Chair

Date

Conclusion of the Project

Date Concluded: _____

Date Submitted for payment: _____

Project total cost: _____

Date of payment: _____

Reviewed by: _____

Committee Member's Signature

Committee Member comment or suggestions: _____
