



## Flint Hills Regional Council Grant Writer Request Form

### Purpose:

The Flint Hills Regional Council (FHRC) is committed to assisting its members in securing funding through grants to support community development, infrastructure, and other strategic initiatives. This form is intended for FHRC members to request the assistance of a grant writer for upcoming grant opportunities.

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### 1. Member Information

- **Member Organization Name:** \_\_\_\_\_
  - **Contact Person:** \_\_\_\_\_
  - **Title/Position:** \_\_\_\_\_
  - **Phone Number:** \_\_\_\_\_
  - **Email Address:** \_\_\_\_\_
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### 2. Grant Opportunity Information

- **Grant Name/Program:** \_\_\_\_\_
  - **Funding Agency/Organization:** \_\_\_\_\_
  - **Application Deadline:** \_\_\_\_\_
  - **Link to Grant Guidelines or RFP:** \_\_\_\_\_
  - **Brief Description of the Grant:**  
(Provide a summary of the grant, including its purpose, funding amount, existing or new community initiatives this grant supports, and any key requirements.)  
\_\_\_\_\_  
\_\_\_\_\_
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### 3. Project Information

- **Project Title:** \_\_\_\_\_
  - **Brief Project Description:**  
(Summarize the project for which you seek funding, including goals, objectives, and expected outcomes.)  
\_\_\_\_\_  
\_\_\_\_\_
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- **Project Budget:** \$ \_\_\_\_\_

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**REGION**

- **Match Requirement:**
    - Yes (Amount: \$ \_\_\_\_\_ or \_\_\_\_\_ %)
    - No
  - **Key Partners (if any):** \_\_\_\_\_
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#### 4. Support Needed

(Select all that apply.)

- Grant Writing
  - Budget Preparation
  - Project Narrative Development
  - Data Collection or Research
  - Application Review and Editing
  - Grant Administration
  - Other (please specify): \_\_\_\_\_
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#### 5. Timeline and Additional Information

- **Preferred Start Date for Grant Writer Assistance:**  
\_\_\_\_\_
  - **Additional Information or Special Requests:**  
(Include details that may be relevant to this request, such as previous funding history, letters of support, or specific challenges.)  
\_\_\_\_\_  
\_\_\_\_\_
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#### 6. Submission and Authorization

By submitting this form, you acknowledge that FHRC will provide grant writing assistance subject to availability and alignment with organizational priorities.

- **Authorized Representative Name:** \_\_\_\_\_
- **Signature:** \_\_\_\_\_
- **Date:** \_\_\_\_\_

#### Submission Instructions:

Please complete this form and email it to [Grants@flinthillsregion.org](mailto:Grants@flinthillsregion.org)  
For any questions, contact FHRC at [Grants@Flinthillsregion.org](mailto:Grants@Flinthillsregion.org)