

# Friends of the Library of Hawaii

Founded in 1879

## Funding Request Application

Request Date

### Contact Information

Library/Branch Name

Request Made By

Business Phone

Mailing Address

City

State

Zipcode

Fax number

### Request Information

Clearly state the purpose for the request and how your request will benefit your library or patrons:

Have you submitted a similar request to the State?

Yes

No

If "No", Why Not? or if Yes, why was funding not provided? Explain below

If you have a local Friends group, have they been approached for the request stated above? If "No", why not? or if "Yes", why did they not provide full or partial coverage? Explain below

Yes

No

**Funding Request Application (Cont.)**

**Request Information (cont.)**

Provide a Complete Description of Materials/Equipment to be Purchased, if any (include size, model#, color, etc.):

Source of Materials/Products (include name of company and/or person, address and phone number)

Provide a brief description of the Program (include name(s) of person(s) who will be receiving compensation for their participation)

Total Cost of Materials (Including Shipping, Handling, Assembly, etc.)

Total Cost of Program (include compensation, travel, honoraria, etc.)

Total Cost of Project (add lines above)

Total Amount Requested from the Friends of the Library of Hawaii

\_\_\_\_\_  
Library Branch Director's Signature

\_\_\_\_\_  
Date

**Mail original to the Friends of the Library, one (1) copy to the Public Library Branch Director and one (1) copy to the Library or Section Head.**