**Request for Funds from ASABE Giving Back Fund**

1. Name of Project/Phase

1. Names of team members and role of each

1. Contact Information for Person serving as contact

1. Member numbers of team members who are ASABE members

1. Date project or phase commenced

1. Describe project and how ag/bio engineering skills and knowledge are used

*Background*

*Engineering opportunities*

1. Other sponsorships/monies received or applied for

1. Describe beneficiaries of project outcome; impact immediately and long-term

*In the short term*

*In the long term*

1. Financial summary for project: itemized costs for major items, travel, etc.

*Itemized costs*

*Total requested*

*Actual costs of the entire project*

1. Describe preparation work as well as on-site efforts; show test ideas that didn’t work briefly as well as the preferred alternative

1. Describe how the money would be used

1. Estimated project life

1. Name of individual who will report back to ASABE on how the funds were used and when

*Include contact information if individual is someone other than contact listed in item 3*