

INSTRUCTIONS FOR COMPLETING APPLICATION FOR KSRA FUNDING

The Kansas State Rifle Association (KSRA) has funds available to promote legal shooting programs in Kansas. Generally such support is limited to junior and women's shooting events, but other activities will be considered if funds are available. To receive funding, an application should be submitted to KSRA prior to the event or activity. The recipient of the funds is required to submit a report to KSRA within 30 days after completion of the activity/event. Failure to submit a report will jeopardize consideration of funding in the future.

Hard copies of an APPLICATION FOR KSRA FUNDING should be submitted to:

Kansas State Rifle Association
P. O. Box 219
Bonner Springs, KS 66012-0219

Applications should be submitted on the official APPLICATION FOR KSRA FUNDING Form and must include the following:

- I. Organization information
 - Name of organization responsible for the event/activity
 - Name, title and complete contact information of contact person
 - Name and contact information of person responsible for final reporting
 - Entity and postal address to which the KSRA check should be drawn and sent

- II. Description of activity or event
 - Objectives and goals
 - When will the event/activity be held (month, day, year)
 - Location where the event/activity will be held
 - How many individuals will benefit from the event/activity
 - Will participants be charged for the event/activity? If so, how much?
 - Will the event/activity make a profit? If so, how will those funds be used?

- III. Budget for the activity or event
 - Total budget detailing estimated costs of
 - promotion
 - ammunition, targets, and other expendable supplies
 - travel reimbursement
 - equipment purchase or rental
 - food and/or accommodations
 - awards and recognition items (medals, tee shirts, hats, etc.)
 - Amount requested from KSRA
 - Amount requested and/or received from other sources

- IV. Reports must be submitted within 30 days after the activity/event has been completed on the official FINAL GRANT REPORT Form. The report should be a short written description of the event/activity, including the number of attendees and/or participants, and an assessment of its success and/or failure. Photographs should be included, if applicable, and may be used by the KSRA for promotional purposes.

Suggestions of events/activities that may be worthy of future KSRA support will be appreciated.