



# Fund Raising & Grant Request

Date \_\_\_\_\_

Unit Charter \_\_\_\_\_

Squadron \_\_\_\_\_

Unit Location \_\_\_\_\_

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## MEMORANDUM FOR COMMANDER PENNSYLVANIA WING

From:

Subject:

1. The purpose of this memorandum is to request permission to raise funds from \_\_\_\_\_ to \_\_\_\_\_. Our unit expect to raise approximately \$\_\_\_\_\_ during this activity.

2. The event / or method of the fund raising is \_\_\_\_\_  
Description of the event or how the funds will be raised \_\_\_\_\_

3. The event is being held/sponsored by \_\_\_\_\_

4. The funds raise will be in the form of (i.e. cash donation equipment scholarships) \_\_\_\_\_

5. How the unit will use the funds raised \_\_\_\_\_

\_\_\_\_\_  
Signature of Unit Commander

\_\_\_\_\_  
Printed Name and Grade of Unit Commander

\_\_\_\_\_  
Phone Number

Mark A. Lee, Colonel, CAP  
PA Wing Commander

\_\_\_\_\_  
Date

Approved

Disapproved