

City of Lawrence, Kansas
2006 Outside Agency Funding Request Form

This form is not to be used for Alcohol Tax Funding Requests

AGENCY NAME:	Lawrence Sister Cities Advisory Board
PROJECT /ACTIVITY NAME:	Annual Operating Fund Request
CONTACT PERSON:	Jorgina Ross
ADDRESS:	218 Arizona Street, 66049
PHONE NUMBER:	785-842-6092
AMOUNT REQUESTED:	Designated percentage due

When does the fiscal year for the program being funded begin? 1/12007

Has your organization received funding from the City previously ?

Yes, every year for 17 years.

If so, what was the source and amount of funding received ?

From the guest tax in each previous year on a percentage basis

Description/Justification (Using 300 words or fewer, describe the program for which funding is being requested, the importance of the program and why City funding is needed.)

1. Our Board receives no operating funds from any other source or agency except the City and our own members' dues which totaled \$4,245 in 2005. We solicit Scholarship Funds from our members, generous citizens, corporations and civic groups. But, these funds are restricted and are used only for student scholarships.
2. The total budget for our Board depends upon the size of the distribution received from the City's Guest Tax. We have no paid employees and own no equipment. Our funding is used for membership recruitment and development, community relations, newsletters and social events for citizens and visiting foreigners.
3. We anticipate making an annual request for funding in the years ahead since we are an advisory board appointed by the Mayor and approved by the City Commissioners. The operating funds for the Lawrence Sister Cities Advisory Board come from the designated percentage of the City's Guest Tax as determined by the City Commission.

This request should be supported (maximum of three pages) with the following information:

1. Description of funding support received from all other sources such as the United Way, Douglas County, USD 497, state/federal grants and private funding.
2. Total budget for the agency, number of personnel, and how the funding would be used (e.g., personnel, equipment, material, etc.).
3. Does the agency anticipate the need to request funding beyond 2006?

Additional information may be provided within the **three (3) page limit**.

Submit this form and any additional supporting material electronically by April 11, 2005 to

Debbie Van Saun, Asst. City Manager, via email to: dvansaun@ci.lawrence.ks.us

AGENCY NAME:	Lawrence Sister Cities Advisory Board
PROJECT /ACTIVITY NAME:	Annual Student Scholarship Funds
CONTACT PERSON:	Jorgina Ross
ADDRESS:	218 Arizona Street, 66049
PHONE NUMBER:	785-842-6092
AMOUNT REQUESTED:	\$3,000

When does the fiscal year for the program being funded begin? 1/1/2007

Has your organization received funding from the City previously ?

Yes, every year for 17 years.

If so, what was the source and amount of funding received ?

The General Fund through 2003, from the GuestTax since then. \$3,000

Description/Justification (Using 300 words or fewer, describe the program for which funding is being requested, the importance of the program and why City funding is needed.)

Each year the City provides funds to offset the travel costs of students going to Eutin, Germany, and Hiratsuka, Japan, so that students of limited means are able to participate. The money is split equally between the two programs. Without City assistance some students of limited means will not be able to participate. The continued decline of the dollar against the Euro and Yen cause us to request \$3,000 (not \$2,500 as in past years).

1. The Board solicits Scholarship Fund donations from generous members, citizens, corporations and civic groups. These donations are restricted funds and are used only to assist students that could not otherwise participate in the program.

2. Our total budget depends upon the size of the distribution of City Guest Tax funds received from the City. Those funds are not used for scholarships. The operating funds are based upon a percentage of the Guest Tax while the Scholarship Funds are requested in the specific amount of \$3,000. We have no employees and own no equipment.

3. We will continue to request scholarship funds every year in the future.

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1. Description of funding support received from all other sources such as the United Way, Douglas County, USD 497, state/federal grants and private funding.
2. Total budget for the agency, number of personnel, and how the funding would be used (e.g., personnel, equipment, material, etc.).
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