

# *Request for Support from the Houston Ship Channel Security District*



Organization Requesting Funds: \_\_\_\_\_ Date: \_\_\_\_\_

Est. Project Start Date: \_\_\_\_\_ Est. Project End Date: \_\_\_\_\_

Est. Total Project Cost: \_\_\_\_\_ District Funds Requested: \_\_\_\_\_

Project Manager: \_\_\_\_\_ Telephone: \_\_\_\_\_

PM Email Address: \_\_\_\_\_ Department/Unit/Company: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Please give a brief description of your project:

Is this project supported by your parent organization (for industry, corporate office; for government/first-responders, applicable jurisdictional funding entity)? Please provide information on how your parent organization is providing support, and if not, please explain why.

Have you previously received funding from the Security District? If so, please explain:

## **Instructions:**

- 1) Please attach a detailed description of the project to be funded, including description of benefits to the District as a whole, and (where applicable) project goals, objectives, timelines, target population, facility/community/regional benefits, equipment to be purchased, infrastructure affected, regional security gaps addressed, etc.
- 2) Please attach a letter of support from your organization.
- 3) Please attach a budget for the project including costs of items including personnel, equipment, materials, travel, and initial operational costs. Include other sources and amounts of funding for this project including grant funds.
- 4) Please include a detailed breakdown of estimated annual operations and maintenance costs, including those costs for which you intend to seek District funding.
- 5) Please submit this page, along with all supporting documentation, to the District administration office at Houston Ship Channel Security District, 111 East Loop North, Houston, TX 77029.

The District Administration will review your request and may follow up with further requests for information before submitting your request to the Board of Directors. Submission of a request does not guarantee project funding.

Project Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Houston Ship Channel Security District**

111 East Loop North - Houston - TX - 77029 - (p) 713.671.0947 - (f) 713.678.4839 - [www.hscsd.org](http://www.hscsd.org)