



Houston Ship Channel Security District

Request for Funding Support

Project Title			
Organization			
Project Manager			
Department			
Address			
Email			
Telephone			
Start Date (mm/yy)	End Date (mm/yy)	Total Cost	Requested Funding
		\$	\$

PROJECT/SERVICE(S)/EQUIPMENT SUMMARY:

IF THE DISTRICT DECLINES TO FUND ALL OR A PORTION OF THE REQUEST, WILL YOUR ORGANIZATION PURSUE THE PROJECT? **YES / NO**. IF **YES**, WHAT SOURCE OF ALTERNATE FUNDING WILL BE USED? _____

Instructions:

- 1) Attach a detailed description of the project or services to be funded, including description of benefits to District facilities, project goals, objectives, timelines, target population to be served or benefitted, equipment to be purchased, infrastructure affected, regional security gaps addressed, etc.
- 2) Attach an initial budget for the project, including costs of equipment, materials, personnel, travel, and first year operational costs. Include other sources and amounts of funding for this project, including grant funds.
- 3) Attach an estimated budget for future annual operations and maintenance costs, including costs, if any, for which you intend to seek District funding. If seeking financial support for maintenance and/or operational costs beyond the initial year of acquisition/implementation of a project, the submission should indicate the expected source and allocation of future funding from: (i) grant funds, (ii) the District, (iii) the requesting organization, and/or (iv) third parties, each as applicable.
- 4) Attach a letter of support from your organization.
- 5) Submit this page, along with attachments and other supporting documentation, to the District's office at: Houston Ship Channel Security District, 111 East Loop North, Houston, TX 77029.

Signature: _____

Date: _____

District Administration will review your request and may follow up with further requests for information before submitting your request to the Board of Directors. Incomplete or non-conforming requests may be returned by the District to the requestor. Only the District's Board of Directors may approve or deny funding requests. Submission of a request does not guarantee project funding.