

Maryland Military & Civilian Spouses' Club Community Outreach Request Form



Mission: The MMCS works to unify the interests and activities of its members for the betterment of Fort Meade and the surrounding community.

Procedure: This form must be filled out completely and will be reviewed by the Outreach Committee. We will focus our funds on requests that directly benefit our community (no national campaigns, no balls or galas). If necessary, please write excess details on a separate sheet of paper and attach it to your form.

Basic Information

Organization: _____

POC: _____

Location: _____

Phone: _____

Mailing Address: _____

Email: _____

Requested Amount: _____

Date Funds Needed by: _____

Make check payable to: _____

Request Details

Reason for request: _____

Total cost of project: _____

Number of individuals that will benefit: _____

Fundraisers to date (event and amount): _____

Funds received from other organizations for this purpose (source and amount):

Your Organization

Total number of members/people served: _____

Total number of military/federal government members and families served:

Date Received:

Date Considered:

Action:

Briefly state the purpose of your organization and how it benefits the Fort Meade community. Please include how many individuals will directly benefit from the requested funds: _____

Describe any funds received from the Fort Meade OSC/MMSC in the past :

Any other information about your organization that we should consider:_____

*Proper authorization on each request must be obtained. If the request is from an MWR organization/military unit, a signature from the Commander is required. Other organizations must obtain a signature from their leadership, chairperson, or president. If the request is from a school, signatures from the PTA/PTO president and the principal are required as well to show the need for the funds.

Signature	Title	Date
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Signature	Title	Date
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Applications will be considered during our board year based on available funds.

Requests can be mailed to:
Maryland MCSC
PO Box 280
Fort Meade, MD 20755
ATTN: Community Outreach

Or emailed to:
president.ftmosc@gmail.com