



The Dr. Phillips Charities Eagle Scout Project Matching Fund Matching Grant Application



Dr. Phillips Charities has established a matching grant fund at the Central Florida Council to which Eagle Scout candidates may apply for partial assistance to fund their Eagle Scout Service project. The Eagle Scout Project Proposal including completion of the *Preliminary Cost Estimate* and where you will get the matching funds must have District or Council approval prior to submission. The grant will match 100% of all funds raised, including the value of in-kind contributions of materials and supplies (Excluding Lowe's Eagle Scout Project Gift Card) up to a maximum of \$750.00. Grant funds will be dispensed following receipt of documentation certifying the amount and source of all matching funds.

A detailed financial report, to include photo copies of receipts for all expenditures shall be submitted within 30 days following completion of the project.

All unexpended grant funds shall be returned to the Wayne Densch Service Center, Attn: Dr. Phillips Fund Coordinator, 1951 S. Orange Blossom Trail, Apopka, FL 32703.

Where to find the grant application:

- Online at cflscouting.org/sadvancement. Click on the link for "Dr. Phillips Eagle Service Project Grant Application"
- Email Advancement@cflscouting.org
- At the Scout Office: 1951 S. Orange Blossom Trail, Apopka, FL 32703

Grant application process:

Applying for the Dr. Phillips Eagle Scout Project Matching Fund is a three step process.

- **Step 1:** complete & submit the **APPLICANT INFORMATION** form. Submit completed form with a copy of your APPROVED Eagle Scout Service Project Proposal pages C, D & E.
- **Step 2:** complete & submit the **FUND REQUEST FORM**. You will be asked to indicate the amount requested along with documentation certifying the amount and source of all matching funds (Exclusive of Lowe's Eagle Scout Project Gift Card).
- **Step 3:** complete & submit the **FINAL REPORT**. Within 30 days of completion of the project, submit a copy of the Eagle Scout Service Project Report along with a detailed financial report, include photo copies of receipts for all expenditures along with any unexpended grant funds. Also complete a thank you note with photos of your project to be shared with Dr. Phillips Charities.



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Grant Application

Step 1

APPLICANT INFORMATION - Complete the information below and email to Advancement@cflscouting.org or mail to Wayne Densch Service Center, Attn: Dr. Phillips Fund Coordinator, 1951 S Orange Blossom Trail, Apopka, FL 32703.

District: _____ Troop/Crew _____

Scout Name: _____

Address: _____

City, St. Zip: _____

Phone: _____ Email: _____

IMPORTANT: Applications will not be processed without the following!

Attach copy of APPROVED Eagle Scout Service Project Proposal pages C, D & E (workbook updated July 2014).



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Step 2

FUND REQUEST FORM – Complete the information below and submit the amount requested along with documentation certifying the amount and source of all secured matching funds (Exclusive of Lowe’s Eagle Scout Gift Card) to: Wayne Densch Service Center, Attn: Dr. Phillips Fund Coordinator, 1951 S. Orange Blossom Trail, Apopka, FL 32703 or email to Advancement@cflscouting.org.

District: _____

Troop/Crew _____

Scout Name: _____

Address: _____

City, St. Zip: _____

Phone: _____ Email: _____

Dr. Phillips Grant Request \$ _____ Matching Secured Funds \$ _____

Note: List source of matching funds including donations, fundraisers and gifts in kind. (Exclusive of Lowe’s Gift Card)

Upon approval, a check will be issued in the name of the Eagle candidate. **Please allow up to two weeks for this process to be completed.**



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Step 3

FINAL REPORT – Within 30 days of completion of project, submit to Council the following documents:

1. a copy of the “Eagle Scout Service Project Report”
2. a detailed financial report (attached)
3. photo copies of receipts for all expenditures
4. any unexpended Dr. Phillips Grant Funds (to later become available for other candidates)
5. Thank You Letter to Dr. Phillips Charities

***please note that all of the above information may be shared with Dr. Phillips Charities board members & donors.*

Complete the information below and send to: Wayne Densch Service Center, Attn: Dr. Phillips Fund Coordinator, 1951 S. Orange Blossom Trail, Apopka, FL 32703. If no money is to be returned forms may be emailed to Advancement@cflscouting.org.

District: _____ Troop/Crew _____

Scout Name: _____

Address: _____

City, St. Zip: _____

Phone: _____ Email: _____

Dr. Phillips Grant Received \$ _____ Unexpended Dr. Phillips Grant Funds \$ _____



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Detailed financial report:

Item Purchased	Where Purchased	Amount Paid	
			Total Expenses:

*Attach additional form if necessary.

*Congratulations on completion of your Eagle Scout Service Project.
Best wishes for continued success on your Trail to Eagle!*



**The Dr. Phillips Charities
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Dr. Phillips Charities
7400 Dr. Phillips Blvd
Orlando, FL 32819

RE: Eagle Project Matching Grant

Dear Dr. Phillips Charities Board Members:

Suggested information to include in your letter:

- *Describe your project*
- *Explain how you raised the matching funds*
- *Explain how Dr. Phillips monies helped you complete your project*
- *Describe the impact your project will make to the organization/community, etc.*

Yours in Scouting,

Eagle Scout Candidate Name