

## **Wings \$100K Fund Submission Guidelines**

Here are some suggestions of what would be useful to include in your project submission. They are not mandatory, but we recommend you try to follow them unless you have a good reason to do it another way. Some of the headings might not be appropriate to your situation or your project and can be left out or amended.

Please be concise and use bullet points for brevity where you can. Submissions should preferably be 1 to 2 pages, using a font no smaller than 10pt. Only include graphics and images if they are relevant. Include links to URLs if appropriate, but don't make your submission rely on them because the judges may or may not have a chance to view them.

### **Project Name and Applicant(s)**

The name of your project and the name(s) and e-mail address of applicant(s).

### **Background About Me/Us**

Tell us briefly about yourself/selves including how long you've been in Subud.

### **About My/Our Business/Organisation**

Tell us about your existing endeavour if you have one. This is not the project you are seeking funding for, but what you currently do. It may be an organisation or endeavour which will be the platform for your project.

*In one of the above two sections, be sure to tell us about any past achievements that would suggest you might be successful with this project.*

### **Project Description**

Describe what you intend to do in your project and how you intend to do it, including any important parts or stages of your plan. Mention any other key people involved who are not part of this application.

### **Project Budget**

Tell us how much money you are seeking and what you intend to spend it on. Outline the individual items and amounts that make up your budget as well as the total. If the total budget of your project is more than the amount you are seeking, tell us where the rest of the funding will come from.

### **Project Outcomes**

Tell us what success would look like for your project. What will the benefits be if you succeed, whether they are benefits to you or to others -- and whether personal, humanitarian, cultural, financial, or anything else.

### **Benefits to Subud / Return on Investment**

How will Subud benefit from your project or endeavour if your project is funded? If your project is commercial, this is entirely up to you but what, if anything, are you offering back to Subud in return (and to which part of Subud – be specific)? If your project is not commercial in nature, will it have other benefits to or for Subud, or for some part of Subud?

### **Anything Else**

If you think there are other reasons why your project should be supported that are not included above, tell us about those.

### **Need More Information?**

Ask the \$100K Fund Coordinator, Osanna Vaughn: [osanna@osannavaughn.com](mailto:osanna@osannavaughn.com)