Before you begin, note:

- The system has a time out feature. If you have a lot of items you will be requesting, look first and create your list in Word. Once you have all your items selected you can then enter them and create your budget request.

Things to Remember:

- Be sure to include everything you need on this list! The State Fund Committee can only consider what you have included.
- Make sure that your list is complete before completing this process! If you find that you forgot to add something, the entire list will need to be redone. We can't merge multiple lists together.
- You won't see prices on many of the items. That's OK! Focus on what you need for your program.
- There will be instructions and videos to help you through the process. Take the time to go over them if you're unsure of what you're doing.

- Catalog, as well as non-catalog items, must be included with your Funding Request. There is a section where you may enter non-catalog items, i.e. construction materials, registration fees, etc.
RANGE IMPROVEMENT GRANTS

We have additional merchandise this year. Look under the “Range Improvement” category above first.

WARNING – If there is an equivalent item in the Grant Product Fulfillment Program, you will be asked to redo your budget.
DON'T SEE WHAT YOU NEED?
If you are sure we don’t have what you need in the Grant Product Fulfillment Program, click on “View Request” to proceed.

WARNING – If there is an equivalent item in the Grant Product Fulfillment Program, you will be asked to redo you budget.
**Enter Your Line Item Description, Unit Cost & Quantity. Enter Numbers Only. Do Not Use $.**

### Non-Catalog Items

<table>
<thead>
<tr>
<th>ITEM DESC.</th>
<th>UNIT COST</th>
<th>QTY</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Progress**

1. Catalog Items
2. Non-Catalog Items
3. Arrange Priority
4. Review
5. Funding Request ID
Your Request

2 Non-Catalog Items

<table>
<thead>
<tr>
<th>ITEM</th>
<th>UNIT COST</th>
<th>QTY</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>PARTICIPANT T-SHIRTS</td>
<td>8</td>
<td>20</td>
<td>$160.00</td>
</tr>
</tbody>
</table>

ADD LINES AS NEEDED.

FOLLOW DIRECTIONS TO FINISH

Progress

1. Catalog Items
2. Non-Catalog Items
3. Arrange Priority
4. Review
5. Funding Request ID

You can add items to your request that are not found in the catalog.
### Your Request

#### Arrange Priority

**NOTE**

Drag and drop items into order from most to least needed. Items recommended for funding are at the discretion of the State Fund Committee (and NRA Foundation policy) but this can help guide them should they elect not to fully fund the request. Review the instructions on the right side of the page if you need to know how to drag and drop items.

<table>
<thead>
<tr>
<th>RANK</th>
<th>ITEM DESC.</th>
<th>QTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Atlas AT-250 (Standard)</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Clay Targets (Half Pallet)</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>T-shirts for Participants</td>
<td>25</td>
</tr>
<tr>
<td>4</td>
<td>Lunch for Participants</td>
<td>25</td>
</tr>
</tbody>
</table>

---

**Progress**

1. Catalog Items
2. Non-Catalog Items
3. Arrange Priority
4. Review
5. Funding Request ID

---

**Arrange Priority**

You can arrange the requested items here.

- Very few grant requests are funded in full
- This can help the State Fund Committee make decisions on what items to fund
- Use your mouse to move the cursor over the line item you would like to rearrange.
Print for Your Records

5 Funding Request ID

You have successfully created your request budget for your NRA Foundation Grant Application!

- Enter the Funding Request ID below into the corresponding field of the application
- Ensure that the Funding Request ID is entered correctly
- Retain this ID for your own records
- Once you have entered the ID and ensured that it is correct, you may close this window

Your Funding Request ID is

XXXXXXXX

ENTER THIS CODE INTO APPLICATION

THIS IS THE ONLY TIME YOU WILL BE ABLE TO PRINT YOUR REQUEST!

PRINT

Sample Code