

Indiana University Alumni Association Alumni Chapter Grant Application 2009-10

All chapters, regardless of their respective achievement levels, have access to a special \$10,000 IUAA grant pool. The grant pool is available during the current fiscal year (2009-10) or until all funds are completely utilized.

Chapters are allowed to make grant proposals to the IUAA grant fund for additional financial support for new or special chapter events, activities, and programs. Grants are awarded on a case-by-case basis. Chapters may submit as many grant proposals as they wish. However, the total amount of all grants awarded to a chapter, in a given fiscal year, can not exceed \$1,500.

Criteria and Process for Awarding IUAA Chapter Grants

1. Criteria

In awarding IUAA Chapter Grants, greatest consideration will be given to:

- New or innovative chapter events
- Programs and events that target specific alumni populations who may not regularly attend or participate in chapter sponsored activities (i.e. nonmembers, recent graduates, under-represented groups, etc.)
- Chapter events and programs that promote membership in the IU Alumni Association
- Chapter events that connect alumni with current and prospective students
- Chapter programs and events that promote Indiana University and/or the IU Alumni Association
- Chapter activities and programs that benefit local communities. These programs should simultaneously bring a direct benefit to IUAA or Indiana University (i.e. assist with student recruitment in the area or strengthen IU's legislative advocacy in the area, etc.).
- Chapter activities and events that enrich alumni lives

2. Application

The applicant chapter must complete and submit an IUAA Chapter Grant Application (see below). Only completed applications will be considered for funding. Also, included with the application must be:

- Proposed event or program budget
- General description of the activity and how it will benefit the chapter, IUAA, or IU
- Plans for promoting the event or program to alumni chapter members and nonmembers

Applications must be submitted at least 60 days prior to event or program, unless other circumstances warrant less notification.

3. Award Process

- a.) Funding decisions will be recommended by a committee appointed by the president and CEO of the IU Alumni Association and the senior director of alumni chapters. Applicants will be notified of event funding decisions within 30 days of the application submission.
- b.) Unless prior arrangements are made, funding will be dispersed within 30 days following completion of the event when the results have been received and reviewed to the satisfaction of the grant committee. The results of the event or program must be recorded in the IUAA Event Tracker within 30 days of the completion of the event or program.
- c.) Funding is contingent on the event or program reasonably occurring as proposed. The applicant chapter must notify the IUAA if significant changes are expected that would impact the event or program as proposed.
- d.) The IUAA may withdraw funding or request the return of funds for events or programs which are substantially reduced or inaccurately portrayed in the application.

Chapter Name: _____

Name of Event or Program: _____

Chapter Contact(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-Mail: _____ Chapter Web Site: _____

Brief description of the program and how it will benefit the Chapter and IUAA (feel free to attach separate page):

Keystone(s) of Excellence this program fulfills: _____

Estimated Number of Attendees: _____

Previously hosted this event or program? Yes _____ No _____

If so, when: _____ Size of event: _____

Where has this event or program been held in the past? _____

Requested amount of event funding: _____

Provide details of funding usage and/or a proposed budget for the chapter event or program (feel free to attach separate page):

How will the chapter event or program be promoted? _____

For full consideration, submit IUAA Grant Application at least 90 days prior to the event or program to:
Indiana University Alumni Association
c/o Jen Goins
Virgil T. DeVault Alumni Center
1000 E. 17th St.
Bloomington, IN 47408
Fax: (812) 855-8266