



Section & Student Chapter Grant Application

Eligibility criteria: -

To be eligible to apply for a ASCE Region 1 Grant, your Section, Branch or Student Chapter must:

- Be located within ASCE Region 1;
- Be current on the submission of required reports to ASCE (for at least the past 2 years); and
- Be current on assessments (for at least the past 2 years).

Intent of Grant: The intent of the grant is to provide funding for initial or signature events and activities that will foster membership participation and ASCE relationships between members, younger members and students.

Availability of funding: Grants are available to ASCE Region 1 Sections, Branches and Student Chapters on a rolling basis (there is no deadline). Grant applications will be evaluated by the ASCE Region 1 Director and ASCE Region 1 Board of Governors. Be advised that ASCE Region 1 may not have money available to distribute – at which time, ASCE Region 1 will no longer accept grant applications.

Amount of funding: The maximum amount that can be requested with this grant application is \$500.00 (USD). The Region 1 Board of Governors may on a case by case basis review a grant application that is more than \$250.00 and request additional information.

How to apply: See Instructions to Applicant below for information about completing this application. Blank copies of this application are located at: <http://regions.asce.org/region1/awards>

Notification of award: Sections/Student Chapters will be notified about the status of their application via email correspondence from asceregionone@gmail.com

When to apply: Grant applications should be submitted at least 90 days prior to the event.

Payment: Following the receipt of additional information requested (providing requested details on the event), checks - made out directly to your Section or Student Chapter, in (USD) will be sent to the address listed in this application.

Instructions to Applicant/Sequence of Events

1. Complete Sections 1-6.
2. Email the completed grant application to: asceregionone@gmail.com
3. Submit summary report about how the Section/Student Chapter used the money and any lessons learned. This summary report should be emailed to: asceregionone@gmail.com

Note: Exceptions to the procedure above will be at the discretion of the ASCE Region 1 Board of Governors.



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Section 1 - Section/Branch/Student Chapter Information

Name of Section/Branch/Student Chapter:	
Point of Contact:	
Point of Contact Telephone number:	
Point of Contact Email address:	
Mailing address where check will be sent	
City	
State	
Zip Code	
Who should the check be made out to:	

Section 2 - What amount is your Section or Student Chapter requesting with this application?

\$ _____ USD) (Max. \$500.00)

Section 3 - Please provide a detailed budget for the event with the available funding and a description of other funding sources. Additional budget information will be requested if there is not enough detail. **Please use separate page.**

Section 4 - When does your Section or Student Chapter plan to host this event?

Date:

Section 5 - Describe in 1,000 words or less what your Section/Student Chapter intends to do with the requested grant and why it is deserving of this grant. **Please attach use separate page.**

Section 6 - I state the above information is accurate to the best of my knowledge.

Printed name of Applicant:

Signature of Applicant:

Position within Section or Student Chapter:

Date:

If it is a Student Chapter applying, Faculty Advisor or Practitioner Advisor needs to Sign & Date.

Printed name:

Signature:

Date:



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Name of Section/Branch/Student Chapter:

Section 3 - Please provide a detailed budget for the event with the available funding and a description of other funding sources. Additional budget information will be requested if there is not enough detail.



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Name of Section/Branch/Student Chapter:

Section 5 - Describe in 1,000 words or less what your Section/Student Chapter intends to do with the requested grant and why it is deserving of this grant.