**ASCE Region 4 : Younger Member Group & Student Chapter**

**Grant Application**

**Eligibility criteria:** To be eligible to apply for an ASCE Region 4 YMSC Grant, Younger Member Group, or Student Chapter you must:

* Be located within ASCE Region 4;
* 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).

**Availability of funding:** Grants are available to ASCE Region 4 Younger Member Groups & Student Chapters. Grant applications will be evaluated by the ASCE Region 4 Director and ASCE Region 4 Board of Governors. Be advised that ASCE Region 4 may not have money available to distribute – at which time, ASCE Region 4 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 4 Board of Governors may on a case by case basis review and request additional information.

**How to apply:** See Instructions to Applicant below for information about completing this application.

**Notification of award:**  Younger Member Groups & Student Chapters will be notified about the status of their application via email correspondence from [region4asce@gmail.com](mailto:region4asce@gmail.com).

**When to apply:** Grant applications should be submitted by January 29th, 2021.

**Payment:**  Payment to be paid with the award of the grant. Following the event, a summary report, including details on the event and receipts, is required by Instruction #3, see below. Checks will be made out directly to your Younger Member Group or Student Chapter, in (USD) will be sent to the address listed in this application.

**Grant Request Examples:**

1. Joint meeting with a Student Chapter or YMG.
2. Community outreach to encourage active participation.
3. Student Networking Dinners with YMG or Local Branch/Section Leaders
4. Student Transition/YMG social events

# Instructions to Applicant/Sequence of Events

1. Complete Sections 1-5 below.
2. Email the completed grant application to: [region4asce@gmail.com](mailto:region4asce@gmail.com).

# Submit summary report about how the Younger Member Group or Student Chapter used the money and any lessons learned. This summary report should be emailed to: [region4asce@gmail.com](mailto:region4asce@gmail.com).

***Note:*** ***Exceptions to the procedure above will be at the discretion of the ASCE Region 4 Board of Governors.***

**Section 1**

**Younger Member Group or Student Chapter Information**

|  |  |
| --- | --- |
| Name of Younger Member Group or Student Chapter: |  |
| Name of Point of Contact |  |
| Telephone number of point of contact at Younger Member Group or Student Chapter |  |
| Email address of point of contact at Younger Member Group or Student Chapter |  |
| Mailing address for Younger Member Group or Student Chapter |  |
| City |  |
| State |  |
| Zip Code |  |

**Section 2**

|  |  |
| --- | --- |
| What amount is your Younger Member Group or Student Chapter requesting with this application? | $ (USD) (Max. $500.00) |

**Section 3**

What additional funding sources has your Younger Member Group or Student Chapter received (or anticipates receiving as part of this project associated with the grant application)?

**Section 4**

When does your Younger Member Group or Student Chapter plan to host this event? Date:

# Section 5

Describe in 500 words or less what your Younger Member Group or Student Chapter intends to do with the requested grant, why it is deserving of this grant, and how this encourages student transition and younger member retention. (attach additional sheet, if desired):

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

# Printed name of Applicant: Signature of Applicant: Position within Younger Member Group or Student Chapter: Date: ­­­­­­­­­­­­­­­­­­­

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

# Printed name of Faculty Advisor: Signature of Faculty Advisor: Date: