ASCE
REGION 6

2026 (2025-2026) Region 6 Grant Program Guidelines

Proposals will be accepted on an ongoing basis

The upcoming year holds many opportunities for ASCE. Region 6 will be offering mini-grants to help your group promote ASCE.

Proposals up to **$1,000** are eligible for Region 6 Grants. One grant proposal is required per project. Grants are intended for Sections or Branches to fund a single component of a larger program or for a one-time expense. A short proposal and report is required for each grant request.

Proposal Selection Process

Proposals will be accepted on an ongoing basis. The Region 6 Governors will evaluate grant proposals and select projects for FY 2026 funding. Proposals will be judged competitively if others are submitted near the same time.

Sections/Branches will be notified of the status of their proposals via email to Section/Branch presidents and treasurers within 45 days of application receipt.

Funding priority will be given to projects that are new initiatives for Sections and Branches and projects that have a measurable impact on a desired audience. The Region recognizes that all Sections and Branches have different resources, needs and goals; it's the Region's goal that these funds will help make programs available to Sections and Branches that may not have the existing resources.

Submission Deadline

2026 Region 6 Grant proposals should be submitted, **at least 60 days prior to the event**, via**:**

- E-mail an electronic copy of your proposal to ASCERegion6@gmail.com

Please note that no proposal is deemed received until the submitting Section or Branch receives electronic notification that the proposal has been received.

Proposal Selection Criteria

Region 6 Grants are merit-based awards for items and events that correspond to some Region initiatives. Sections and Branches are encouraged to be creative and inventive in their proposals and to leverage existing efforts of the Section/Branch.

2026 Region Initiatives

1. STEM – student outreach activities or events designed to educate and promote science, technology, engineering and mathematics with a focus on civil engineering.

2. ASCE's Future World Vision – activities or events that support this ASCE initiative. These events should involve Younger Members or students and at least one of the key drivers of Future World Vision: Alternative Energy; Autonomous Vehicles; Climate Change; Smart Cities; High-Tech Construction/Advanced Materials or Policy & Funding. For more information and ideas visit the futureworldvision.org website.

3. MRLC – ASCE hosts the annual Multi-Regional Leadership Conference (MRLC). In conjunction with this event, Region 6 will be hosting a Region 6 breakout session for student members, younger members, and Section/Branch members. To help support attendance at the MRLC and encourage future organization leaders, Sections or Branches can request additional travel stipends to cover expenses outside of the Society's reimbursement. (example: if a Section or Branch desires to send additional attendees to the MRLC and demonstrates a need for outside funding) Applicant must detail a rationale for why additional attendees are desired and why outside funding is necessary. A report of the past Section/Branch attendance at MRLCs would be helpful in determining need.

4. Student Member Transition/Younger Member Retention – The Region is interested in helping facilitate Student member transition, and as such is interested in supporting programs that help encourage graduating student members to stay connected with ASCE. Programs may include:
    a. Member "graduation" events to recognize graduating seniors.
    b. Other events designed to transition students and to retain Younger Members in a Branch and/or Section.

5. Advocacy – outreach to elected officials and the informed public through activities such as:
    a. A Section/Branch Legislative Drive-In;
    b. A Section/Branch Infrastructure Report Card.

Award Criteria

1. Region 6 Grant proposals from Younger Member Forums or Student Chapters must be submitted to and approved by their Section or Branch.
2. All projects should be completed by August 1, 2026 to be eligible for funding in the 2026 Region 6 Grant cycle (see section on 'Project Completion and Final Reports').
3. Grant proposals for the following items will not be considered by Region 6:
    a. Scholarships, cash prizes or memorials.
    b. Office equipment, assets or other capital investments.
    c. Event sponsorships or endorsements.

If you have any questions about the eligibility of a program, contact Chris Russell, Region 6 Governor, at ASCERegion6@gmail.com

Region 6 Grant Proposal Requirements

Proposals up to $1,000 are eligible for a Region 6 Grant. Grants are designed for groups to fund a single component of a larger program or for a one-time expense. Small Grants will receive full funding for the approved amount upon approval by the Board of Governors. The Board may, at their discretion, award amounts lower then requested in the Grant application. One grant proposal per project is required. Do not submit multiple projects in a single proposal.

Grant proposals must include:

1. A letter of support with complete contact information (email, phone, and mailing addresses) for Section/Branch President and Treasurer;
2. A cover letter with complete contact information (email, phone, and mailing address) for organization (Chapter or Younger Member group) making the grant request if not the Section or Branch;
3. A brief summary of the project proposed (no more than 250 words);

4. A project overview that answers the following questions:
    a. What are the project's goals and objectives?
    b. What is the target audience of the project?
    c. What is the approximate estimated size of the project team and the target audience?
    d. What methods will be used to achieve the goals?
    e. What is the project timeline?
    f. How will the project be evaluated?

5. A budget indicating resources needed for the project, as well as available resources and additional funding sources and amounts. Local match is preferable and should be detailed where proposed. Additionally, a comparison of Section/Branches total annual budget will be helpful for the Region to help determine need.

Project Completion and Final Reports
All Region 6 Grant recipients are expected to **complete their projects by August 1, 2026,** and prepare and submit a final report, including documentation of expenses. **Final reports are due within 60 days after the project is completed.**

If for any reason a Section or Branch is unable to complete the approved project as described in their proposal, the Section or Branch must receive written approval from the Region regarding any reallocation of awarded grant funds. If a revised program is not found or approved, the Section or Branch must return any funds awarded.

If the project will not be completed by August 1, 2026, the grant recipient must receive approval from Region 6 Board to submit an interim final report. The request to submit an interim report must also include the reason(s) the project was not completed by the deadline.

Final Report Content
Awardees should be prepared to address the following items in their final reports:
1. A summary description of Region 6 Grant fund allocation with corresponding backup of the major expenses. Region 6 may request that **grant recipients include with their final reports all invoices and copies of paid bills documenting all expenses associated with the project.**
2. Include event pictures or graphics.
3. A description of member participation in the program.
4. The goal of the program and an evaluation of the efforts to reach the goal.
5. Target audience for the program and any feedback from audience and participants.
6. Any media coverage generated by the program.

Unused Funds
Awardees are required to return any unused grant funds that are **greater than $500**. Return them by the end of the current fiscal year, to the Region for future allocations through the program. **Grant funds should be returned by check to ASCE Region 6; please coordinate with Larry Goldberg, Treasurer to coordinate the return of unused funds.**

Any unused Grant funds **less than $500** should be used by the nominating Section/Branch for a similar event within the same Fiscal Year. An amended report should be submitted describing the new activity.

Awardees failing to submit final reports, related materials or requested information, including copies of all receipts and invoices documenting major expenses associated with the project, will not be eligible for future Region 6 Grant programs for two years.