



2008 YOUTH SERVICE GRANT APPLICATION

Deadline for submission of this application to the Alpha Phi Omega National Office is **January 31, 2008.**

*** PLEASE READ INSTRUCTIONS BEFORE COMPLETING THIS APPLICATION ***

Please type or print application and keep a copy for your records.

Chapter Name	College or University	Section/Region
Chapter Mailing Address, City, State & Zip Code	()	Office Telephone #
Name of Submitter	E-Mail Address	() Submitter's Telephone #
Chapter Office (if any)	Submitter's Signature	Date

Please provide the following information in order to present the review committee with a detailed plan for your proposed service project. Describe the project in as much detail as you need to demonstrate that the project merits consideration for financial assistance from the APO Youth Service Grant Program. **Attach additional sheets where indicated.**

1. Name of project and brief description:

2. When would this project occur? _____

3. *Attach* a detailed description of the project and what you hope to accomplish. Explain your chapter's involvement in this project.

4. *Attach* an explanation of who will benefit from this project, as well as the number of people who will benefit from it.

5. *Attach* an explanation of how this project fulfills the purpose of the APO Youth Service Grant Program: how it affects youth in a proactive, positive manner.

6. Amount requested: \$ _____ (\$500 maximum; \$100 minimum).

7. *Attach* a budget of anticipated costs for the service project. Indicate how the grant money would be used. If the project will require more than the amount of this grant, explain what other sources will provide funding.

APPLICATION CONTINUES>>>>

8. Attach a description of your chapter's fiscal operations (methods, not amounts). How the chapter handles money for service projects and other activities, e.g. who writes checks, how many signatures are required on chapter checks, how you record financial transactions, etc.
9. Attach a description of how this grant would impact your chapter.
10. Attach a letter of endorsement from the chapter advisor who signs below.

CHAPTER

We, the members of _____ Chapter of Alpha Phi Omega understand that submission of an application does not guarantee a grant of any amount and that the awarding and amount of any grant shall be subject to the discretion of the selection committee. Awarded funds must be expended on the project described here, and any awarded funds not expended for this project will be returned to the APO Youth Service Fund at the National Office. We agree to submit an expense accounting, including copies of receipts for expenses, with the final project report. We understand that failure to meet the above requirements may result in our chapter not being in good standing, according to the National Bylaws and Standard Chapter Articles of Association. We understand that the selection committee and/or the National Fraternity shall assume no responsibility or liability for claims of damage of any kind or for claims of injury to any person in connection with said grant. Our chapter is in good standing with our college/university and has met its administrative, financial, and charter reaffirmation obligations to the Fraternity.

CHAPTER PRESIDENT

Chapter President (print name): _____

Telephone: (_____) _____ E-Mail Address: _____

Signature: _____ Date: _____

CHAPTER ADVISOR (*This must be the same chapter advisor who writes a letter of endorsement for the proposed project.)

Chapter Advisor (print name): _____

Telephone: (_____) _____ E-Mail Address: _____

Signature: _____ Date: _____

MAIL COMPLETED APPLICATIONS TO
 Alpha Phi Omega
 Youth Service Grant Committee
 14901 E. 42nd Street
 Independence, MO 64055-7347



Make sure you've completed both pages of the application form and included all the necessary attachments!

OR email single, complete PDF or Word file to admin@apo.org

NOTE: Each chapter that receives an APO Youth Service Grant is required to submit a report with photos to the National Office within two weeks of project completion, or by November 15, 2008, whichever is sooner.