



Oregon FBLA Foundation Inc. Chapter Grant Form

Purpose: The purpose of the Oregon FBLA Foundation in making this grant available is assist members and chapters with the costs associated with and related to sustainable operations.

Criteria for funding: Funding is designed and available to assist chapters in reaching a situation of sustainability. The intent is to plant seeds which would aid in both solving a current need and developing future resources. For example, grant funding could be requested to purchase an espresso machine so that a chapter could use that espresso machine for future fundraising efforts. Another example could be to support the expenses of a Freshman member going to nationals...with the return that they would be committed to recruiting five new members each year. Funding may also be requested for hardship needs, but preference will be given to chapters requesting assistance to develop items which will help local activity funding to become sustainable.

Eligibility: Any active Oregon FBLA Chapter may apply; they must have at least 5 members to be considered eligible.

Directions: Complete this form, attach a response sheet to the questions and forward the document if possible electronically to mike@oregonfbla.org or fax form to 971.404.0903. Forms may also be sent as a hard copy to: Oregon FBLA Foundation, Executive Director Brycen Woodley, P. O. Box 912, Jacksonville, OR 97530

Decisions: Once the form is received the executive committee from the Board of Trustees will make the appropriate judgment of funding. Distribution of funds shall be at discretion of the Oregon FBLA Board of Trustees. All decisions are final. The Board of Trustees may discontinue this program at any time. Decisions will be made within 14 days of the receipt of the form.

Chapter Name Requesting Funding: _____

Chapter Adviser contact information: (Funds will be sent to the mailing address you indicate here)

Name: _____ **Email address:** _____

(Day) Phone: _____

Mailing address _____

Management Use Only: _____ Affirmative Votes _____ Negative Votes

_____ Funding Approved in the amount of _____

_____ Funding Not Approved

Signature, Board of Trustees Chair

Signature, State Adviser

Please answer briefly the following questions in a separate document to help us process your request.

- Explain the details of your requested funding and anticipated outcome.**
- How many FBLA members will this grant affect?**
- Please explain how this grant will create future sustainability for your chapter – be it funding, membership, or other.**
- Are matching funds available from your district? If so, have you requested them?**
- Who do we reimburse or submit payment to?**
- Date you need decision by?**
- Will you be willing to write a newsletter article about the impact on your chapter if funding is received?**