



American Association of University Women-NYS, Inc.  
Program Grants 2016-17  
REQUEST FOR FUNDING

AAUW-NYS, Inc. has allocated up to \$500 per branch to support ongoing and new MISSION-BASED programming. Funds may be used for print, supplies, space rental, hospitality, honorariums or fees, speaker travel costs, advertising, or other related expenses. The branch may request \$100-\$500 by submitting this form. The application must include the following:

- (1) A detailed proposed budget, including specific uses of the funds requested
- (2) An outline of the program and its mission
- (3) A statement demonstrating how the program will increase AAUW visibility, show AAUW leadership in community collaborations, and help build membership opportunities, and
- (4) Program goals and their relation to AAUW Mission and Vision

Publicity must include a statement that the program was sponsored in part by an AAUW-NYS program grant. Upon completion of the program, a detailed expense report must be submitted including copies of all paid receipts, publicity and event program where applicable, and a short descriptive narrative about the program and its accomplishments. The description should be suitable for possible inclusion in the AAUW-NYS FOCUS newsletter.

Unused funds must be refunded by a check made payable to AAUW-NYS, Inc. within 45 days after the program/event date.

**The completed form should be sent to AAUW-NYS, Inc., Betty Harrel, 28 Laffin Lane, Poughkeepsie, NY 12603. Questions may be sent to Betty Harrel, 845-462-2141 or bharrel28@gmail.com.**

**The undersigned acknowledges that this application is subject to review and approval by AAUW-NYS and that a check will be issued for the requested amount only after such approval is granted. The undersigned agrees to comply with the rules associated with this grant.**

Amount Requested: \$ \_\_\_\_\_ Branch: \_\_\_\_\_

Program Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address (to mail check) \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

\_\_\_\_\_  
Branch President: Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Program Grants 2016-2017  
Criteria for Approval

The AAUW-NYS Program grants are designed to help branches sponsor programs or outreach activities which promote AAUW's mission and vision, increase community visibility, and help to build new membership opportunities. The following criteria will be used to determine if the grant is awarded.

\_\_\_ Proposal is for a mission-based program or activity

\_\_\_ Project helps to build AAUW visibility within the community

\_\_\_ AAUW plays a leadership role in community collaborations for the project

\_\_\_ Program helps to increase attendance at an AAUW-sponsored event or activity

\_\_\_ AAUW is listed as a collaborator in any program publicity

\_\_\_ Membership opportunities are included in any events or programs