

Chapter Membership Program or Event Funding Application

Return Request and Forms To:
Jim Evers – Vice President Membership
376 Pennington Avenue
Passaic Park, N.J. 07055
E-mail: vp-memberhsip@muskiesinc.org

CONTACT INFO :

Program/Event Name: _____

Request Submitted by: _____ Date: _____

Chapter or Affiliation: _____

Address: _____

Contact: _____ Phone: _____ E-Mail: _____

EVENT INFO :

Program/Event Name: _____

Brief Description of the Event or Program : _____

FUNDING INFO :

Amount of this Request: _____

Total or Partial Funding Requested : _____ MI Portion of Funding: _____

Projected Start Date: _____ Program/Event Location: _____

Will this Program/Event work with another organization/chapter? _____

What is the name of other organization or Chapter number ? _____

What is the date on which you require funding ? _____

PROGRAM / EVENT OBJECTIVES TO RECRUIT, RETAIN OR REACTIVATE MEMBERS :

Please list the goal(s) for your program:

New Members _____ Renewed Members _____ Reactivated Members _____

Please detail any other information to assist the Membership Committee in evaluating this request :

For MI use only:

Date Received: _____ Reviewed By: _____ Date Reviewed: _____

Date of Committee Review: _____ Approved: _____ Denied: _____

Submitted to Vice President Membership : _____ Approved: _____ Denied: _____

Comments:

Conditional Agreement for Receipt of Funding

Applicant / Recipient hereby agrees to the following terms and conditions, if applicable, should this request for funding be approved:

1. Applicant / Recipient shall maintain a communication with Muskies, Inc. Membership Committee regarding progress of project, expenditures, schedules, in a timely manner for updating the Vice President Membership.
2. Applicant / Recipient shall prepare a written report upon completion of project which may include, but not be limited to; photographs, videos, etc. for presentation to the Membership Committee at the Annual Board Meeting. If not able to attend a Board Meeting, the report can be submitted to the Vice President Membership for presentation to the Board.
3. Applicant / Recipient further agrees to credit Muskies, Inc. in any publication of results of said program/event, acknowledge MI for their funding and support. Recipient understands and agrees that in some instances Muskies, Inc. Board of Directors may desire to edit and/or suggest or approve appropriate language and this shall be allowed.
4. Applicant / Recipient shall provide the Vice President Memberhsip, or his/her committee member, no later than ten (10) business days, upon request, copies of receipts/disbursement of funds record(s) and a program and/or event report for the program(s)/event(s) that were funded.
5. Unless approved in writing by the Muskies, Inc. Board of Directors, no member of Muskies, Inc. may use any amount of funds requested for personal use or profit.
6. If a Muskies, Inc. funded program/event is cancelled. Muskies, Inc. may require reimbursement of funding. You are required to notify Muskies, Inc. Vice President Membership within ten (10) business days of cancellation, using the contact information at the top of this page.
7. If a situation/dispute arises that is not covered by this Agreement, it will be governed by the Muskies, Inc. Bylaws/Policies. If not covered by the Bylaws/Policies, it will be governed by vote of the Board of Directors.

The foregoing conditions are agreed to and deemed acceptable this _____ day of _____ of the year _____.

Signed: _____
Recipient

Muskies, Inc. _____
Vice President Membership