

Jim Evans Development Fund Grant Program

The **Jim Evans Development Fund Grant Program** is an opportunity to provide financial support to chapters demonstrating leadership and creativity in building professional development programs. The general terms and conditions for awarding these grants are outlined in these materials. Annual grants are considered appropriate for establishing pilot projects, as well as new and innovative program directions. Funding for salaries, direct labor reimbursement or equipment for administrative or local service is not considered appropriate. Facilities and administration fees (i.e. overhead or indirect costs) are disallowed.

General Philosophy:

- To maintain and improve the effectiveness of the core delivery methods of the ACT program at the local level.
- To direct, when possible, use of private sector funds to increase the availability and quality of the ACT chapter experience.
- To support ACT programs, which demonstrate the benefits of multi-year opportunities for developing leadership skills.
- To support program ideas, which could be replicated by other ACT chapters.
- To stimulate appropriate support from local funding sources through matching grants.
- To support ACT program activities, which reinforce positive experiences and recognize outstanding achievement.
- To provide increased funding for organized ACT multi-year program plans.

Purpose:

National ACT will provide mini-grants from the Jim Evans Development Fund Grant Program for ACT professional development programming and/or chapter development. Applications will be received by the National ACT Secretary/Treasurer, for local projects that are part of National ACT's objective and purpose.

Guidelines:

- Awards may vary in total amount; however, no grant request may exceed \$250.
- The Grant Program will match two dollars for each local dollar confirmed up to the allowable maximum of \$250.
- Awards must be used within 12 months of announcement. Carry-over may not exceed 12 additional months.
- Unused awards must be returned to the Jim Evans Development Fund with the final report.
- Established projects/activities may not be maintained with the Grant Program. Grants should provide dollars toward new educational projects/activities or substantial program innovations.
- Successful applications will be informed and announced four times a year. Funds will be available for release according to the timeline.
- A summary report of how the funds were used must be submitted to the National ACT Secretary/Treasurer no later than 30 days following the expenditure of the funds.
- Only dues-paid National ACT chapters are eligible to receive a Jim Evans Development Fund Grant.

Application Procedure:

Please use the following outline for completing the application. The application must **NOT** exceed **ONE** 8.5x11-inch page. Return to the National ACT Secretary/Treasurer. Grant proposals will be considered at the national officers meetings or conference calls. Calls or meetings are not held every month, so please apply well in advance of the event.

- Project Title.
- Name and contact information of the chapter.
- Briefly explain the project and specifically what the funds will be used to support. Please note that the request must be consistent with the Grant Program guidelines.
- Indicate amount of local dollar match and source(s) anticipated, as well as timeline for matching funds.
- Include signatures of chapter president and chapter advisor.