

Fraternity and Sorority Mini-Grant Application

Please read the following information thoroughly and complete the attached application.

This is an application to be **reimbursed** for funds used by fraternities and sororities to coordinate alcohol free social events. This money is made available by a grant from the Department of Education through the Office of the Dean of Students\Center for Alcohol and Substance Education and Office of Fraternity and Sorority Life. The purpose of this grant is to improve the health and safety of UVa fraternity and sorority members by developing, enhancing, implementing, and evaluating a comprehensive series of programs to change the role of alcohol in the culture. As one of these programs, the mini-grants will both support those chapters that are already alcohol free and encourage others to increase the number and scope of their alcohol free events.

Awards may be made for full or partial reimbursement of alcohol free social events but may not exceed \$350 per event. If an event is co-sponsored by multiple chapters, each chapter may receive up to \$350 towards the cost of the event. In that case, one application may be submitted, however the budget section should include a breakdown of the expenses that *each* chapter is assuming. **Once a specific amount of funding is approved, a chapter must provide receipt copies or other documentation of expenditures after the event.**

These social events *may* include chapter events, council events, events open to all fraternity and/or sorority members, or University wide events. Fundraising events that are primarily social in nature will be eligible, however money awarded **MUST** go to overhead costs and may **NOT** be applied to the total amount raised for charity or the sponsoring organization.

The following criteria will be used in determining if an application is approved and how much funding will be awarded:

- Type of event
- Time of day and duration of event
- Amount of money requested
- Previous awards (preference will be given to chapters that have not previously received funds through this program)
- Number of co-sponsors of event
- Number of attendees expected at event
- Who the event is open to (i.e. chapter members, council members, all fraternity and sorority members, all UVa students, etc....)

Additionally, to receive funding, chapters **MUST** have at least one member registered to attend Greek Risk Manager training and Small Group Social Norms Presentation training by the deadline listed below. Completion of these trainings is required to remain eligible for funding. Call CASE (924-5276) for more information and to register.

Applications are due **October 1st** and may be dropped off either at the Office of Fraternity and Sorority Life in the basement of Madison House or emailed to mbb5d@virginia.edu. These applications will be reviewed by a committee made up of two members from each council (MGC, BFC, IFC, ISC) and notifications of approval will be made within two weeks. Late applications will **NOT** be reviewed until the end of the next application cycle, which will be mid-November. Questions can be directed to Marianne Bonday (924-5276 or mbb5d@virginia.edu) or Terry Dade (924-7430 or tjd5a@virginia.edu.)

Fraternity and Sorority Mini-Grant Application

Please print legibly or type.

Chapter: _____

Chapter Federal ID #: _____

Council - Please circle one: MGC BFC ISC IFC

Contact Name: _____

Phone: _____ Email: _____

1. Name of Event: _____

2. Date and Time of Event (include starting and ending time):

3. Location of Event: _____

5. TOTAL Budget of event : _____

4. Amount Requested for Reimbursement: _____

One a separate sheet of paper, please provide a typed, detailed breakdown of your event's TOTAL budget. Please place an asterisk next to items your reimbursement request would cover.

6. Co-sponsors of event (if any):

7. Number of attendees expected: _____

8. Who is this event open to? (i.e. chapter members, council members, all fraternity and sorority members, all UVa students, etc....)

9. **On a separate sheet of paper (no longer than one page in length), please provide a typed description of your event, including its purpose, in detail.**

(over)

10. What steps will you take to ensure that neither alcohol nor intoxicated people will be present at this event?

This program is sponsored by a grant from the Department of Education through the Office of the Dean of Students/Center for Alcohol and Substance Education and Office of Fraternity and Sorority Life.