



ACSA REGION 2
CHARTER PROFESSIONAL DEVELOPMENT GRANTS
APPLICATION

The purpose of this application is to support Charters in providing professional development offerings to members. Funds up to \$500 may be used for the purpose of educating charter members on important topics in areas of need. These funds may be reallocated yearly as funds are available.

Each year, the Executive Board will designate an amount of funding available for these requests. In the case of special charter activities, region funds will be approved to co-sponsor such activities. Requests will be considered and approved as long as funds are available. Requests may be for up to \$500 (for an event or for the year). Requests exceeding \$500 need to include a description of special circumstances. *A check for the amount spent will be issued upon receipt of the charter expenditure receipts, or upon receipt of proof of enrollment/completion of the Academy Institute.*

The purpose of the special activity or project needs to link to state, region or charter ACSA goals and provide a benefit or support to local ACSA members.

EXAMPLES

Examples of requests include:

- Charter level: *(co-sponsored activities)*
 - Recognition events such as for exemplary programs and the people who make them work, for classified educational leaders, etc.
 - ACSA membership promotion events such as for new administrators
- Committee level: *(may or may not involve co-sponsorship)*
 - Materials and refreshments for region meetings
 - Region gift for statewide conference sponsored by state committee

Requested by _____

Charter _____ Phone _____

Brief Description of Activity _____

Number of ACSA members anticipated as participants _____

Date(s) of activity: _____ Location: _____

Method of Publicizing: _____

Open to all members of Region 2? If not, please explain: _____

Proposed Financing:

Participant Fees _____ Charter Contribution: _____

Region Contribution _____ Total Budget: _____

Signature of Charter President: _____ Date: _____

Note: Charter officer matrix, planned activities for year, and current budget are to be on file with region.

Approved _____ Not to Exceed: _____

o Not approved. Comments: _____

Signature of Region President

Date