



Foundation for children  
with intellectual and  
developmental disabilities

**NEW JUNIOR MEMBER  
INCENTIVE GRANT  
PROCESS**

**JUNIOR CIVITAN CLUB**

Our Foundation is currently providing an opportunity for any Chesapeake District Junior Civitan Club to earn the right to designate a \$50 grant to be awarded to Civitan International on behalf of their school's club to be designated toward Sno-Do or Dance-a-Thon donations, or split between the two for the current Junior Civitan fiscal year, or after the club has submitted two \$50 grants: one (1) for So-Do and one (1) for Dance-a-Thon, grants may be allocated to individual Dance-a-Thon or International Junior Convention registrations.

This "New Member Grant" is available to clubs with new members in any established Chesapeake District *Junior* Civitan club. Charter members into newly established clubs are not eligible.

This privilege will be earned by the successful sponsorship of a new *Junior* Civitan member. To be a successful *Junior* Civitan, the Club's board should assist by an introduction of the new *Junior* Civitan to all members of the club, review committees, and invite the new member to become a member of a committee(s).

To qualify for a "New Member Grant" the following criteria must be fulfilled:

1. Parent and Member signed Membership Application/Photo Release completed and filed with Club and District Chair
2. New member's dues must be paid
3. The Member will attend a formal Initiation Ceremony
4. The Member will attend at least 4 Junior Civitan Club Meetings and/or Service Projects within the first two quarters as a new member
5. Application form designating sponsor's preference for grant distribution to be completed and signed by Club President and District Chair.

Upon successful completion of all requirements, one copy of the following forms must be completed and submitted to the Foundation President:

1. New Junior Member Incentive Grant Certification form (revised January 2019)
2. Application for Grant

The eligibility period to apply for *Junior* Civitan New Member Grant funds for members joining in the first 3 quarters (July through March) of the current *Junior* Civitan fiscal year (July 1 – June 30) will expire on June 1<sup>st</sup>. Eligibility for members joining in the 4<sup>th</sup> quarter (April, May, June) will not expire until June 1<sup>st</sup> of the following fiscal year.

Funding and subsequent renewals for the Pilot Program has been capped at \$5000 per fiscal year. Once that maximum has been reached, you will be notified that the program has ended for the year. Only complete grant requests will be accepted and consideration will be on a first-come, first-served basis. Incomplete applications will be returned.

**New Member Grants will not be awarded without all required documentation.**

*\* The Grant Application form must be included for all grants disbursed by the Foundation for Children with Intellectual and Developmental Disabilities, Inc. in order to continue to operate as a public funded corporation.*