



Procedures for Community Action Project Applications due March 15

From: Joan Jorgensen, AAUW AZ Community Action Grant Chair (CAGC)

The Board of Directors approved \$2,000 for qualifying community action projects. Branches may submit as many as two separate proposals if they implement two separate projects and combined, their budgets do not exceed \$500. The total number of funded projects will be determined by the funds available.

- ✓ Awarded proposals will be announced in the Spring *AZ Sun* newsletter.
- ✓ Proposals must be received by **March 15**.
- ✓ Completed proposals may be sent by email or US mail. Handwritten proposals will not be considered. Emailed proposals must include application form including the signatures of the Branch President and Branch Community Action Chair. The CAGC will confirm receipt of proposals by email.

Projects must clearly reflect the AAUW mission:

AAUW advances equity for women and girls through advocacy, education, philanthropy, and research.

- ✓ Branch project should encourage active member engagement with its implementation.

On or before June 1, activities covered by the grant must be completed and a final report describing the project and use of funds (including receipts, completed AAUWAZ expense claim form and pictures) must be received by the CAGC on or before June 1 of the grant cycle. *NOTE: Please include the name and address of the branch treasurer.*

Funds will be paid by check from the State Treasurer to the Branch Treasurer.



Points to consider when completing a Community Action Grant application:

Answers to these questions will provide the CA committee information to compare the nature and value of the branch proposals. While answers need not be extensive, they should provide sufficient information to guarantee a fair evaluation.

- How does the project carry out the AAUW mission?
- How will the project meet important needs within your community?
- When and where will your activity/project take place?
- How will this project engage branch members?
- Will this project engage the community, build partnerships or connections to sustain the initiative?
- How will the project/activity be evaluated?
- What kind of publicity do you envision before/after the event/project?

PLEASE NOTE

A detailed budget that itemizes how the grant funds will be used is mandatory with the application submitted by March 15. Include other sources of funding for the activity in the budget.



APPLICATION FOR AAUW-AZ COMMUNITY ACTION FUNDS

SUBMIT BY: March 15

Branch Name

Amount Requested \$

Project Title

Project Director

Project Director Signature/Date

Project Director Address

Project Director Email Address

Project Director Phone Number

Branch President Signature/Date

Branch Community Chair Signature/Date

Forward this completed page along with the following supporting documents

1. Answers to the questions on page 2 of this document. While answers need not be extensive, provide sufficient information to guarantee a fair evaluation.
2. Detailed Budget that includes other funding sources, if applicable.

Submit all documents to Joan Jorgensen at aauwtucsonmembership@gmail.com