

# AMVETS STATE SERVICE FOUNDATION, INC.

## PROJECT MATCHING FUND RULES AND REGULATIONS

**NOTE:** Rules which govern the Auxiliary distribution of Service Foundation Funds will be separate, but approved by the AMVETS State Service Foundation. Rules to be attached to the AMVET Rules and Regulations and made a permanent part of these records.

1. Only one request per Post will be granted annually for new projects.
2. Only one request per Post will be granted annually for continuing projects.
3. The Service Foundation's participation in Projects and Grants shall not exceed \$300.00 for each project.
4. Request for Grants must be submitted on forms provided, 30 days prior to a regularly scheduled meeting of the State Service Foundation. The Service Foundation will not approve and make grants until such time as proof of the commencement of the Project is shown.
5. Request from any subsidiary of a Post, except the Auxiliary must be directed to the respective Post for action prior to being submitted to the Service Foundation.
6. Funds are to be distributed as per limitation of the budget on a first come, first served basis.
7. These project funds shall be community service programs only and are not to be used for projects which may already be subsidized by the Service Foundation.
8. The Project Fund Request Form is included in this Guidebook, and may also be obtained from State Headquarters. The above rules must be complied with. Any organization not complying with the above Rules cannot be considered for any additional Service Foundation Grants.
9. As soon as the project is completed, any organization receiving Grants shall send any pictures and publicity to the President of the Service Foundation to be used in the Annual Report.
10. Provided the Service Foundation has the funds available, the Post will receive half of the total cost of the project, up to \$300.00.

Rules were adopted by the AMVETS State Service Foundation at its meeting June 18, 1976, amended April 23, 1977, amended July 20, 1985 and amended February 24, 1990.



WELFARE    EDUCATION    HEALTH    RECREATION    OTHER

**Project being submitted for consideration:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Specify exact nature of project and how Post plans to implement same:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date Program is to be held:** \_\_\_\_\_

**Approximate number of persons to benefit:** \_\_\_\_\_

**FINANCIAL DISCLOSURE:** Food \$ \_\_\_\_\_ Rentals \$ \_\_\_\_\_ Gifts \$ \_\_\_\_\_  
Entertainment \$ \_\_\_\_\_ Miscellaneous \$ \_\_\_\_\_ (please itemize Miscellaneous)  
\_\_\_\_\_  
\_\_\_\_\_

**CANCELLED CHECKS AND RECIEPTS MUST BE ATTACHED!**

**ADDITIONAL INFORMATION THAT WILL BE HELPFUL WHEN CONSIDERING YOUR REQUEST:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ARE MEDIA RELEASES AND PICTURES ENCLOSED?**  YES                       NO

\_\_\_\_\_

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**OTHER THAN FINANCIAL, HOW ELSE CAN THE SERVICE FOUNDATION ASSIST?**

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\_\_\_\_\_  
**POST COMMANDER      SIGNATURE**  
**SIGNATURE**

\_\_\_\_\_  
**POST ADJUTANT**

**NOTE:** In accordance with the Rules, a post can submit one application for Post Project Funds in each area (New and Continuing). Please submit only ONE Project Form for each category.

- Each Post to submit for Project Matching Funds will receive half of the total cost of the project, up to \$300.00, provided the Service Foundation has the funds available.

**REVISED 8/25/99**