



# Disaster Relief Aid

## **Altrusa District and Club Application**

**Form for applications submitted in calendar year 2022**

**Please note:** The District Governors may request the relief for a non-profit in their area. A Club President may apply for a local project in need. A Club request must be signed by the Club President and District Governor. This TYPED one-page completed cover page and a narrative describing the need and project in 500 words or less must include the estimated number of affected recipients. Attach a typewritten document verifying the disaster (Example: letter from local official, statement from responder agency and/or media articles).

Email the cover letter and attachments to [foundation@altrusa.org](mailto:foundation@altrusa.org). Do not mail the application to the Chicago office. Upon receipt of your application, the Foundation will send an email confirmation to the contact person listed below. The Foundation Chair may approve grants of \$250-\$2500. Requests above \$2500 require approval of the Board of Trustees. Luci Lights are available to be sent upon request.

**Name of Altrusa Club/District:** \_\_\_\_\_ **District (if Club):** \_\_\_\_\_

**Contact Person** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State/Province:** \_\_\_\_\_ **Zip/Postal Code:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Date (day, month, year):** \_\_\_\_\_

**Project:** \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_ **Luci Lights Requested:** \_\_\_\_\_

### **Terms of the Grant:**

*The Altrusa Club/District receiving this grant is obligated to use the money for the intended purpose.*

*The check will be made out to the Non-profit for whom the request is made. It will be sent to the Club/District making the request for presentation.*

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**Signature of Sponsoring Club President**

**Date**

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**Signature of District Governor**

**Date**

Email Grant to: [foundation@altrusa.org](mailto:foundation@altrusa.org) Shawna Veldhuizen, Executive Director