



# INDIVIDUAL OR DELTA GRANT REQUEST FORM

Use this form to request that The Delta Foundation awards a grant for charitable or educational purposes to Delta or other organization. Recommendations may be made by individuals. Please mail, fax or email completed form. *A chapter's name MUST be entered under 'Educational/Charitable Purpose of Grant' for the donation to go to that chapter's fund.*

## I. Requester's Information

Individual or Chapter name

Mailing Address

Email

Preferred Phone

Name of Individual if Chapter request

Mailing Address

Email

Preferred Phone

Chapter President's Name

Chapter President's Email

Chapter Treasurer's Name

Chapter Treasurer's Email

## II. Grant Recommendation

Recommended grant amount

Recommended fund that grant should be paid from (if known)

Name of Organization

Address

Phone

Primary contact person name

Address

Phone

Educational/Charitable Purpose of Grant:

(Attach additional sheets if multiple recipients. Please also submit objective criteria and/or application used to select recipients. If the recipient is related to a Delta Officer, please indicate and state the relationship)

### III. Certification

I acknowledge that this is a non-binding recommendation and that The Delta Foundation's Board of Directors makes all grant decisions in its sole discretion, subject to approved donor restrictions and applicable law. I certify that if this grant is distributed, it will not fulfill a pre-existing pledge to the recommended organization, and neither I, nor any other individual, will receive any goods, services or other private benefit from the organization. I understand that grant recommendations from chapters of Delta Sigma Theta Sorority, Inc. and individual donors are given earnest consideration when the Foundation is looking to fund projects. Approved grants from The Delta Foundation are accompanied by a Grant Agreement with the grantee, which includes the recommender's name or reporting requirements. An annual report will be required. Reporting requirements will be sent to you for completion by the program department. I have read and agree to abide by the Foundation's policies and procedures as described in the Foundation's *Charitable Engagement Manual*, available at <http://www.deltafoundation.net>.

x

Signature of Recommender

#### FOR OFFICE USE ONLY

This grant has been:

Approved

Denied

Account name or number: \_\_\_\_\_

Additional notes:

\_\_\_\_\_  
Signature (Officer/Director)

\_\_\_\_\_  
Date

#### Electronic Funds Transfer (EFT) Enrollment

*PLEASE INCLUDE A CONFIRMATION OF ACCOUNT INFORMATION ON BANK LETTERHEAD OR A VOIDED CHECK.*

*The documentation submitted should contain the name on the account, routing number, account number and type. If submitting bank letterhead, the bank officer's name and signature is also required. This information will be used to verify your account number. NOTE: Starter checks are not acceptable for EFT confirmations.*

New EFT Enrollment

Change to Current EFT Enrollment (e.g. account or bank changes)

Cancel EFT Enrollment

#### PART I: BANK ACCOUNT HOLDER INFORMATION (PLEASE PRINT)

Business/Organization/Chapter Name on Account:

Address of Account Holder:

#### PART II: BANK INFORMATION

Bank Name

Bank Address

Bank Telephone Number

Routing Number (must be 9 digits)

Account Number (include all zeros)

Type of Account (check one)

Checking Account

Savings Account

#### PART III: AUTHORIZING SIGNATURE

I confirm that my signature below indicates that I am authorized to request that EFT payments to be sent to the bank account indicated above.

PRINT NAME \_\_\_\_\_

TITLE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE SIGNED \_\_\_\_\_