



NETWORK EVENT GRANT REQUEST POLICY (updated October 2018)

IWIRC Network Grant Request Protocol

Network grants are available to Networks in the following circumstances (i) new Network signing bonus; (ii) Regional or Multiple Network events; and (iii) Network recruiting events provided the Network(s). While it is expected that such events will be funded by the Network(s) themselves, IWIRC International has earmarked money in its budget to supplement the funding provided by the Network(s), provided need is established.

TERMS OF USE

1. Network grants are available in the following circumstances:
 - a. New Network signing bonus in the amount of \$500
 - b. Regional or Multiple Network Events
 - c. Recruiting Events
2. Regional or Multiple Network events are defined as an event involving more than one IWIRC Network or partnering with another relevant professional organization.
3. Recruiting Events are defined as events specifically aimed at increasing the membership of a Network by at least 10%.
4. Grant requests must be accompanied by a grant application form and submitted at least thirty (30) days in advance of an event.
5. Grant requests cannot be used to fund more than 50% of any event and the specific amount of funding available for any Event is subject to Executive Board discretion.
6. Absent a showing of need, approved grant requests will be paid after the event upon receipt of an event accounting of income and costs for the Network event.
7. For events held in conjunction with another organization such as ABI or TMA, all events must be pre-approved by the Regional Programming Director before being planned. As a reminder, all IWIRC events must be held before or after such conference or during a period of time when the conference does not have events scheduled.
8. Decisions on grant requests will be made by the Executive Board and relayed to requesting Network(s) as soon as possible.



IWIRC NETWORK GRANT REQUEST FORM

Contact Information	
Hosting Network(s):	
Network Contact:	
Firm:	
Address:	
Email:	
Phone Number:	

Grant Requested	
New Network Signing Bonus (\$500) Multiple Network Event Network Recruiting Event	
Amount Requested:	

Event Description	
Title of Event:	
Date of Event:	
Event Venue:	
Detailed Description of Event:	
Anticipated Number of Attendees:	
Professions Represented:	
Total Budget for Event:	
Sources and Amounts of Funding for Event:	
Other Event Details:	

If Approved, please	
Mail a check to:	
Send a wire transfer IBAN or Bank Account Number: _____ Swift Code: _____ Name of Account Holder: _____ Address of Account Holder: _____	