

# Indiana University Student Foundation Metz Grant

IUSF Wilcox House  
1606 North Fee Lane  
Bloomington, IN 47408

## Grant Cover Sheet

Please Print or Type

Date: \_\_\_\_\_ SOA Account Number: \_\_\_\_\_

Organization name: \_\_\_\_\_

Organization address: \_\_\_\_\_  
\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Organization E-mail: \_\_\_\_\_

Contact person: \_\_\_\_\_ E-mail: \_\_\_\_\_

Amount requested: \_\_\_\_\_ (\$5,000 maximum)

Percentage of project budget requested: \_\_\_\_\_

Projected number of individuals served by the program:

\_\_\_\_\_

Please check the ONE category that best describes the reach of your project:

Campus Diversity

Local

State

National

International

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Continued on next page*

## The Following **MUST** be included in your application:

\_\_\_ **Cover Page** (1 page)

\_\_\_ **Executive Summary** (1/2 page): Description of organization, mission statement, description of program for support, impact on community, organization's experience in accomplishing goals of project, and time frame for project.

\_\_\_ **Needs Statement** (1/2 page): Provide local demographics, such as literacy levels, unemployment levels, and poverty rates to demonstrate need for the project in your community. If no such demographics or information is available, explain why program is necessary.

\_\_\_ **Program Description** (up to 2 pages): Clearly state project goals, objectives, related activities, definition of program success and expected outcomes, measurement and evaluation procedures/standards.

\_\_\_ **Budget** (1 page): Provide a specific line item budget including material costs, what your organization will fund independently, and what the grant money will fund.

\_\_\_ **Proof of IU Bloomington student organization registered through SAO** (example: printed documentation from SAO website)

*\*The top 10 finalists will present their grant proposals in greater detail upon notification.*

**Submission Deadline: October 16, 2009 (by 4pm)**

**Notification of Finalists: October 21, 2009**

**Presentation Dates: November 4, 2009**

**Official Notification of Awards: November 9, 2009**

*\*Requests must be **received**, not postmarked, on or before the submission date.*

**Submit grant application to:  
Indiana University Student Foundation  
Metz Grant Review Committee  
1606 North Fee Lane  
Bloomington, IN 47408**

*\*Previous Metz Grant recipients are **NOT** eligible for funding again until 4 semesters, not including the semester that funding was awarded, have passed.*

*\*IUSF and IUF reserve the right to audit the recipient's Student Organization Account to verify that any funds received from the IUSF as part of the Metz Grant program are used in accordance with the terms of the grant.*

*\*In the event it is determined that a recipient has failed to utilize Metz Grant funds in accordance with the terms of the grant, the recipient will have 14 days to provide an acceptable explanation, and failing that, the recipient may, in the sole discretion of the IUSF and IUF, be required to refund the grant money.*