

*The Educational Foundation Continuing Education
Career Enrichment Grants*



The Educational Foundation, IOOF

Application Form

The Educational Foundation Continuing Education Career Enrichment Grants

ELIGIBILITY REQUIREMENTS

1. The grant application should be made at least 60 days before the grant funds are required.
2. Grant applicants must be member of a branch of the Independent Order of Odd Fellows.
3. Eligible expenses:
 - a. Required books/publications for continuing education courses
 - b. Tuition and student fees for continuing education courses
4. Individuals may apply for up to \$1,000.00. Do not include costs that may be covered by your employer or someone else.
5. Grant program policy, guidelines and budget will be set by The Educational Foundation, IOOF Board of Trustees.
6. Recipients of Continuing Education Grants will submit a 100-150 word signed article for The IOOF News about the class they attended. The article should include a review of the class, highlights of what was learned and how it will be useful on the job. The article is subject to editing by The Educational Foundation, IOOF staff and will be published by the Sovereign Grand Lodge as space allows.
7. Grant applications will be reviewed by The Educational Foundation, IOOF Executive Committee and awarded on a competitive basis. Award decisions will be based on the amount of funds available and the total of applications received and past grant(s) received by applicant(s). Possible results of application review are:
 1. Award full amount requested
 2. Award less than full amount requested
 3. Deny application
8. Grant applications for continuing education programs at an accredited college or trade school will be reviewed, and if approved, funds will be provided prior to matriculation in the course(s).
9. Applicants must obtain a certification on their application that they are members in good standing of an Odd Fellow or Rebekah Lodge. Membership in the Order does not constitute automatic qualification for grant funds.
10. Applicants will be notified in writing of the action taken on their application.

HOW TO APPLY

Application forms for selection of the Educational Foundation Career Enrichment Grant are available from the Educational Foundation Director.

Completed applications and correspondence in hard copies should be sent to:

The Educational Foundation, IOOF
P.O. Box 20455
Winston-Salem, North Carolina 27120

Due to the large volume of paperwork handled by our office, it is not possible for us to respond to telephone or mail requests on the status of applications.

GENERAL INFORMATION

Send only the documents and information requested on the application. Do not send any other documentation or surplus information not asked for. Documents will not be returned. You should, therefore, send copies of all supporting documentation and not the originals. Incomplete applications will not be considered.

The decisions of the Board of Trustees of the Educational Foundation, IOOF are final and confidential.

FOR OFFICE USE ONLY

Date of Filing _____ File Number _____ Case Number _____

GRANT APPLICATION FOR CONTINUING EDUCATION COURSE(S)

From

The Educational Foundation of The Independent Order of Odd Fellows

**R. Kenneth Babb, Executive Director
P.O. Box 20455
Winston-Salem, NC 27120**

Date _____

1. Name of Applicant _____ Phone Number: () - _____

2. Permanent Address _____
Street or Post Office Box _____ City _____ State/Prov. _____ Zip/Postal Code _____

3. Date of Birth: [] [] - [] [] - [] [] Social Security #: [] [] [] [] [] [] [] [] [] [] [] [] EMAIL: _____

4. College, Vocational School or Trade School where you expect to use the grant _____

(a) Address of School _____
(Registrar) Street or Post Office Box _____ City _____ State/Prov _____ Zip/Postal Code _____

(b) Course(s) to be enrolled in at school:

5. Name of your Odd Fellow or Rebekah Lodge _____
Lodge _____ City or Town where Lodge located _____ Lodge Number _____

Date of Initiation _____ Length of Membership _____ Name of Lodge Secretary _____

Address of Lodge Secretary _____
Street or Post Office Box _____ City _____ State/Prov _____ Zip/Postal Code _____

6. Please complete the expense table below:

Expenses	Amount
Tuition	\$ _____
Student Fees	_____
Books	_____
Required materials	_____
Total	\$ _____

8. Have you received an Educational Foundation, IOOF Continuing Education Grant in the past? Yes No

Date received _____

Amount received _____

9. Please provide the requested information on back page.

Signature of applicant

7. Please attach to this application the Course(s) Description published by the school attending, and also attach a Schedule of the Tuition, Fees & other costs for the Course(s) published by the school attending.

LODGE CERTIFICATION

The person listed on this Application is a member in good standing of this Lodge.

Date

Lodge Name & Number

(Lodge Seal)

Town or City Where Lodge Is Located

Signature of Lodge Secretary

