

ALPHA PHI OMEGA

SERVICE INNOVATION GRANT PROGRAM

Alpha Phi Omega’s Youth Service Grant program awards grants to active chapters to support, develop and celebrate innovative service ideas of chapters. The goal of this grant is to provide funding for chapter service projects that address a particular area of need in an innovative way. All chapters in good standing are encouraged to apply for a grant.

All applications are to be submitted through Officer Portal and received by the National Office for processing before the Service Innovation Grant Committee reviews applications for approval or denial. When applying, chapters must consider the details below:

- 1.** All chapters of Alpha Phi Omega in good standing - as defined by the National Bylaws - may apply for the Service Innovation Grant.
- 2.** The maximum grant per chapter is \$500; the minimum is \$100.
- 3.** Only one application, for one project or program, per chapter, will be considered each grant year. Submission of an application does not guarantee a grant of any amount.
- 4.** Proposed projects must focus on a new innovative project or approach to a project or an existing project that is innovative in the manner it is delivered. The project must be able to be duplicated by other chapters. The emphasis is on innovation. Innovation can be through technology, staffing of a project, a different way to reach a target audience, data collection on a recurring project, a delivery method of the service, a way of expanding a project, or a method of expanding the reach of a project to name just a few.
- 5.** The project receiving grant funds must be scheduled to occur between May 1 and December 31 and may be a one-time, short-term, or ongoing project.
- 6.** Chapters selected for grants that fail to perform the project must return the grant award to the National Office.
- 7.** Chapters selected for the grant must submit the Service Innovation Grant Report in Officer Portal, including a detailed project outcome and expense report. Failure to submit the report form constitutes failure to fulfill a financial and/or administrative obligation to the National Fraternity and will impact the chapter’s good standing status.

SERVICE INNOVATION GRANT TIMELINE

APPLICATION DEADLINE	May 1, submitted via Officer Portal (https://op.apo.org/)
APPLICATION DECISION DEADLINE	Review committee decisions sent to chapters by May 15
PROJECT DATE TIMEFRAME	Project must take place between May 1 and December 31
PROJECT REPORT DEADLINE	Two weeks after project date

SERVICE INNOVATION GRANT TIPS WHEN APPLYING



REVIEW GRANT REQUIREMENTS

The Service Innovation Grant has specific application criteria to consider before applying. Criteria like the chapter's good standing status can be met in a timely manner if the chapter prepares accordingly to apply. If your chapter is unable to apply for the Service Innovation Grant, consider applying for the Alpha Phi Omega Youth Service Grant as an alternative source of financial support.



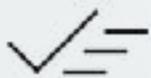
ANSWER ALL QUESTIONS THOROUGHLY

The Service Innovation Grant application submitted through Officer Portal is exactly what the review committee views to determine if the chapter will be awarded grant funds. When answering each application question, be sure to answer clearly. An organized application infers the project is well organized. Check spelling and grammar; have the application proofread by a chapter officer or advisor.



LETTER OF ENDORSEMENT

Each Service Innovation Grant application requires the project to be endorsed by a chapter advisor. Within the application, the submitter will have the opportunity to list the name of the endorsing advisor and then also provide a written letter of endorsement for the project. To ensure a timely review by the National Office staff and review committee, the chapter advisor endorsing the project should be an advisor reported through the chapter's Officer Portal account.



CHECK FOR COMPLETENESS

If you follow the suggestions above, your chapter will be less likely to miss key information when applying for the Service Innovation Grant. In addition to providing a detailed description of the project the chapter intends to execute, the application also requires a breakdown of chapter fiscal operations and project expenses. The most commonly forgotten item within the application is the advisor letter endorsement. Double-check your answers, and good luck!

If you have any questions while preparing your application or brainstorming a project idea, contact the National Office team via email at chapter_services@apo.org or by phone at (816) 621-3439.