



National Association of Residential Property Managers

Chapter Advocacy Grant Application

PURPOSE: The purpose of the grant is to strengthen and grow chapters' advocacy efforts.

APPLICATION MATERIALS: An application form and the chapter self-assessment checklist

QUESTIONS AND WHERE TO SEND APPLICATION:

National Association of Residential Property Managers
1403 Greenbrier Parkway, Suite 150
Chesapeake, VA 23320
P: 800-782-3452
grants@narpm.org

APPLICATION DEADLINE: Rolling

EVENT DEADLINE: December 31, of the application year

PROCESSING TIME: Applications will be reviewed and approved within 30 days of application

SELECTION CRITERIA:

- Grants must be used for an acceptable advocacy expense, subject to the approval of the NAF Subcommittee.
- Examples of expenditures include but are not limited to:
 - Chapter legislative conferences or Day on the Hill events
 - Direct Mail
 - Survey
 - Calls to Action
 - Receptions and promotions of candidates or issues
- Gift cards for auctions to raise funds for NAF
- NAF grant funds shall not be used to contribute to a candidate.
- Unless specifically waived by the NAF Subcommittee, the chapter must match the grant.
- After expending the grant funds, the chapter must provide documentation of the expenditure of the grant funds and matching funds for the approved purpose.
- Maximum amount to be awarded is \$250 for local chapters and \$500 for state chapters.
- Back up information on event/project is to be submitted with this application and once project is completed, documentation showing financial outcome of project must be presented to NARPM® National that includes copies of paid bills. If documentation is not presented, chapter will forfeit any use of grant money from National for the next two (2) years.
- Chapter event must occur at least 30 days after grant application has been received. No applications will be reviewed after an event has taken place
- The Committee will approve grants in thirty (30) days but do that the right to extend approval time if needed. If such extended time is required applicant will be notified. Grant payments will not be sent to applicant until all final documentation has been received.

Thank you for your commitment to NARPM® Excellence!

NARPM® Chapter Grant Application

Date of Application:

Chapter Name:	
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Address where check should be sent:	
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Person Requesting Grant:	
Chapter Position:	
Email:	
Phone:	
Date of Event:	
Event Title:	

Describe the event:

Amount requested (not to exceed \$250 for local chapters and \$500 for state chapters):	

Give full details on how chapter grant funds will be used

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(Use additional sheet if needed)

What measurable outcome will be achieved?

Must have received Chapter Compliance in order to receive grant funding

President signature

Date

Treasurer signature

Date

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APPENDIX A

Projected Budget for the Event/Grant		
Anticipate Income	Notes	Income
Meeting Registration Fee		
Sponsorship		
Other Income – Explain		
Other Income – Explain		
Other Income – Explain		
Total Income		
Anticipated Expenses		
Anticipated Expenses	Notes	Expenses
Meeting Room Rental		
Food/Beverages		
Marketing Costs – Explain		
Misc. Expenses – Explain		
Misc. Expenses – Explain		
Misc. Expenses - Explain		
Total Expenses		
Net Profit/Loss		
Amt of Grant Requested		
Explanation notes for budget:		

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