



## Emergency Grant Program

- 1. Emergency Grants are awarded to clubs within the Florida District of Kiwanis that express an urgent need for funds by written letter to any of the Foundation officers or to the Trustee that serves the Division that includes said club. The need must arise from a declared emergency so declared by the Foundation President or the District Governor. The declared emergency shall be associated by Division and is usually a result of a natural disaster such as Hurricanes, Tornadoes, Floods or wild fires.**
- 2. In the event of a natural disaster that affects the state of Florida, the Foundation President shall immediately confer with the District Governor and determine the scope and magnitude of the disaster. A formal declaration of emergency shall be issued and communicated to all clubs within the affected area along with an announcement that funds are available from the Foundation for disaster relief.**
- 3. Clubs shall apply for an Emergency Grant only after a formal declaration of emergency is made. The application shall be in writing and be directed to the Foundation Office. The application shall have secured the signatures of two of the following: Club President, Division Trustee, Division Lt. Governor.**
- 4. Two or more Foundation officers, not including the Treasurer, must have discussion about the request and deem it acceptable to the guidelines provided herein.**
- 5. Emergency Grant requests must be \$2000 or less and will be issued on a first come first served basis until any budgeted amount has been exhausted. Only one Emergency Grant may be issued to any club per year.**
- 6. Emergency Grants should be used to assist a Kiwanis club within the Florida District with a relief effort or humanitarian project that contributes to the achievement of the Objects of Kiwanis International. Preference shall be given to a project that improves the condition of young children and youth in the community, whether physically or emotionally, in accordance with the mission of the Florida Kiwanis Foundation.**
- 7. It is NOT a requirement that Emergency Grant funds be used for capital expense, however the payment of salaries is not allowed. Expendable items such as bottled water, blankets, ice, food service utensils and other one time expenses that might ease the burden of victims is acceptable.**
- 8. Emergency Grants do NOT require that a club match the amount of the grant.**
- 9. Emergency Grants are intended to supplement funds and other resources secured by the applying club for events that could not be foreseen.**
- 10. When more than one Emergency Grant is requested at the same time or because of the same tragedy, preference is given clubs that have historically supported the Foundation through Annual Support Contribution, Caring Corner support gifts, Sustaining Memberships, Memorial Gifts, and Ralph Davis Fellow recognitions.**
- 9. These Guidelines assist the Officers in making informed decisions about the best use of Foundation funds to support a relief effort in the wake of a natural disaster. Each Emergency Grant request is considered on its individual merits, in the best judgment of the Foundation officers and trustees, in the best interests of the applying club, and principally within the mission of the Florida Kiwanis Foundation.**