**The SPE Foundation Grant Proposal Process**

Grants from the SPE Foundation are available every year, funds permitting, for programs/projects that will benefit the members of the Society of Plastics Engineers, the plastics industry, and/or the general public.

To apply for a grant, the following steps must be taken:

1. The enclosed grant application cover sheet must be completed and returned with your application.

2. The application must indicate a specific amount for a specific program/ project and must be submitted prior to the inception of that program/project.

3. Submit a proposed program/project curriculum which should include the following:

* an overriding goal of the organization that the program/project will accomplish
* the niche the program/project will occupy within the Society or the industry
* the contribution the program/project will make to the industry/members/general public
* who will benefit or be served by the program/project
* a timeline for implementation of the program/project
* how the program/project will be conducted
* who will provide leadership for the program/project
* how the program/project will be evaluated
* financial need of the organization
* sources of other income or in-kind gifts being utilized for the program/project
* the future expectations of the program/project

 4. The SPE Foundation reserves the right to use the curriculum in the grant marketing program and to publish testimonials of grant funded programs/projects on the SPE website.

5. Quarterly progress reports must be submitted to the SPE Foundation on the use of the grant funds.

6. Copies of records from the organization’s latest accounting cycle may be required as a final step in the grant process.

7. All grant applications must be typed or computer-generated, single-spaced, with appropriate headings.

8. Applications will be reviewed throughout the year. Completed applications must be returned to the SPE Foundation at the address listed above.

**THE SPE FOUNDATION GRANT APPLICATION COVER SHEET**

 Date of Application

 Organization Name:

 Contact Person:

 Phone/E-mail:

 School Principal:

 Phone/E-mail:

 School Supt.:

 Phone/E-mail:

 Address:

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

 Country:

 Tel: Fax:

 Program/Project Name:

 Grant Request: $ Date Funds Required:

 Purpose of Grant (a one-sentence summary):

 Benefit of program/project to SPE, the plastics industry or the general public:

Be sure to include additional information in support of your

application as outlined in item #3 of the Grant Proposal Process sheet.

**The SPE Foundation Non-Support Statement**

While all requests will be considered on a case-by-case basis, as a general policy, the SPE Foundation grants program does not support:

* advertising for benefit or courtesy purposes
* capital or building campaigns
* debt reduction
* endowments or endowment campaigns
* for-profit entities
* fundraising drives or events
* general operating expenses including salaries, instructional costs and/or activities
* individuals
* loans
* memorials
* organizations that limit membership or services based on race, religion, color, creed, sex, age or national origin
* organizations that might in any way pose a conflict with SPE
* organizations whose chief purpose is to influence legislation or to participate or intervene in political campaigns on behalf or against any candidate for public office
* religious or sectarian programs for religious purposes
* scholarships other than our own program
* meals, snacks or refreshments
* 3D printer supplies